GOLD CUP, NETHER SILTON MANAGEMENT COMMITTEE
Minutes of Meeting No.1 held at 18:30hrs on Saturday 13th June 2026 at The Gold Cup Inn

Attendees	Apologies
Jane Atkinson (JA) Martin Dennis (MD) Graham Atkinson (GA) Paul Telfer (PT) Matt Cooke (MC) Julian Bourchier (JB) Paul (Barry) Smith (PS)	Will Reynolds (WR) Lynn Littlefair (LF) Amanda Dyson (AD) John Dyson (JD)

		Actions
1.	**Opening Items**	
	PT opened up the meeting saying this is the first meeting of the Management Committee, and reminded the group that this Committee is in place to manage and govern The Gold Cup Inn Community Benefit Society.	

<table>
<tr><td></td><td>The meeting agenda was agreed to discuss the following items;
Moving from the Steering Group to the Management Committee
Update on the lease
Update on the bank account
Handover Readiness
Cellar and Stock Management
Shares and Prospectus
Beer Garden
Post Takeover actions
Bar Manager/Tenant and Flat
Opening Date/ ceremony
A.O.B</td><td></td></tr>
<tr><td>2.</td><td>Moving from the Steering Group to the Management Committee</td><td></td></tr>
</table>

	PT thanked the Steering Group for all their hard work getting to this stage. Two members will not continue onto the Management Committee and, therefore we wish to thank Will Reynolds and Graham Atkinson for their hard work and significant contributions. PT did note that Will continues to help us progress with the lease. Moving forward the new Management Committee is as follows; Paul Telfer (PT) - Co-Chair Martin Dennis (MD) – Co-Chair Matt Cooke (MC) - Treasurer Jane Atkinson (JA) - Secretary Julian Bourchier (JB) Paul (Barry) Smith (PS) Lynn Littlefair (LF) Amanda Dyson (AD) John Dyson (JD)	
3.	**Update on the lease**	

	Due to the issue highlighted by Mr Guthe's solicitor regarding the term of the lease, the group has now engaged a solicitor, Eccles Heddon to act on behalf of the Management Committee. The Solicitor has been instructed, but due to Will Reynolds being on holiday, it was requested that Matt Cooke pick this up in the meantime. MC agreed to speak to the solicitor on Monday to try and quickly progress this issue.	Action: MC
4.	**Update on the Bank Account**	
	Bank account is up and running with Co-Op . It has now been tested with the first deposit being successful. MC and JA are official signatories and can sign cheques. JB, PT, PS all have bank cards for small transactions. These cards will only be used when offers are on at Tesco and Bookers (cash and carry). It was agreed that the limit of these cards be set at £100. MC to set up limits with the Bank and allow JA access to the account. To ensure good governance, the accounts will be reviewed at every meeting.	Action: MC

5.	**Handover Preparation**	
	It is estimated that the lease will be completed in approximately 3 weeks, therefore we need to be ready to take over the pub. The Management Committee agreed it would be a good idea to start the handover process with Alex and Helen Guthe. Helen has already supplied a comprehensive list of suppliers but we need to understand the following; • Heating controls • Water meter location • Gas isolation location • Residual stock • Risk assessments to be handed over • Update on flat repairs and EPC certification JA agreed she would create a list/agenda for the meeting. PT and JB agreed to meet with Alex and Helen, hopefully this week. PT to arrange directly. Some contracts we need to have in place on day 1 such as the following; • Insurances including public liability, contents and employee liability. NFU have a pub package that should be explored and also Plunketts Membership portal	Action: JA Action: PT

	also has some suppliers identified. Need a quote asap, but team agreed to ask Helen and Alex where their insurance was currently obtained from and the value of the contents insured. Following that discussion, a quote will be obtained. • Electricity and gas account – need to understand more from Helen and Alex meeting • Bins and waste disposal – as above. • TV and music licence – GA on behalf of JA agreed to get a quote • Wifi – JB suggested PlusNet at £23/mo and is happy to arrange on day 1 • EPOS, till and card machine – MC to better understand how we transfer this and link to our bank account. It was agreed, where possible, we should pay monthly by direct debit. It was also discussed that at handover if Alex and Helen have paid for the TV and music licence in full, then we should discuss how this is transferred.	Action: PT Action: JA Action: JB Action: MC Action: PT
6.	**Cellar and Stock**	

	Currently the cellar is supplied by LWC. PS said they are really good and it was agreed we would continue with them in the short term. Contract to be put in place. PT to contact them. It was also agreed that we should have our own Booker/ Macro account and a majestic wine account. PT agreed to progress these. [Alan Dennis has since mentioned a company PPS in York, similar to Macro who deliver detergent, loo rolls etc.]	Action: PT Action: PT
7.	**Shares and Prospectus Distribution**	
	The Share Prospectus and the Share Application Forms are now live on the website, along with Bank Details for BACS payments. Currently have 50+ prospectus printed and they will be distributed first to the people who have pledged. Need more printing, so we can distribute to all households in Nether Silton, Over Silton, Cowesby and Kepwick. JA agreed to do this but cannot do it this week. Need to design a share certificate, as this will be issued to everyone who invests. MC agreed to ask Sandrine to design one.	Action: JA Action: MC

8.	**Beer Garden Concern**	
	AC has received a letter from the National Park and circulated it to the Steering Gorup Members. This letter request segregation of the beer garden from the allotment area. The Management Committee will raise this with Alex to see if a meeting with the National Park has progressed. Concern was raised on access to the gas tank as this is outside of this area, and the group thought it should be included for ease of access. This will be raised in the next meeting with Alex.	Action: PT/MC
9.	**Post Take Over**	
	It was discussed if we wanted an electrical survey or the boiler servicing following the takeover. It was agreed that we should definitely get the boiler serviced before winter. JA has also collated a list of training and documents that are required in the first few months of operation. These are as follows; **<u>Documentation we will need based on the model rules</u>** 1.5 Management Committee Code of Conduct 3.1.1 & 3.77 – Membership strategy 3.2 Register of members 3.8 Procedure for	

<table>
<tr>
<td></td>
<td>3.8 Procedure for
expulsion of members
3.10 Grievance and complaints policy
5.2.1 Secretarial duties
8.8 Policy on share withdrawals
9.12 Dispute resolution

<u>Training required.</u>

Training on alcohol and age restrictions and challenge 25
Training on selling alcohol in licenced premises including weights and measures.
Training on food standards when ready

<u>Other paperwork required.</u>

Fire risk assessment
Bar cellar risk assessment – example we could use is Witney RFC
General health and safety risk assessments including;

Legionella
Electricity
Asbestos – of applicable
Slips and trips
Manual Handling
Pressurised systems
Safety outdoors
Environmental pollution including oil tank and waste

</td>
<td>Action: JA</td>
<td></td>
</tr>
</table>

	• waste materials • Crime • Landlords health and safety (when renting the flat). • Registration of a food business • Risk assessment for food preparation, cooking and service JA will ensure that these are divided up in future meetings, as they must be done.	
10.	**Bar Manager/Tenant discussion/ Flat lease**	

	Due to the dwindling number of volunteers for the bar, it was agreed on day 1 we would progress the Bar Manager role. MD said that this is really important as we need more people to volunteer for the late shift. If this is a way to cover this, then we should progress this as soon as possible. JA and PT agreed to finish the job description and get ready to advertise in the Darlington and Stockton Times etc. Confusion on the timing on the vacancy of the flat was mentioned, due to the double council tax concern. JA said that she will try and contact the Council to understand the exact timings of this. The discussion of the flat's preparedness was also discussed - shower, door, EPC etc. This could be discussed by PT at meeting with HG.	Action: PT & JA Action: JA Action:PT
11.	**Opening Date and Ceremony**	

	It was agreed that we would have an opening event on Saturday 8th August (the two previous Saturdays are Borrowby Show and Osmotherley Show which should be avoided). We need to do some advertising and marketing to ensure as great a footfall as possible. We also should invite our local MP and local dignitaries. Nibbles will be put on and it was agreed to keep this local and Catherine Appleby to be approached. PT to speak to LF about asking the entertainment committee to plan for this.	Action: LF Action: PT
12.	**Any Other Business**	
	None.	
13.	**Date of next meeting**	
	To be agreed but within 1 month.	Action: PT