

	<p>Regular staff team meetings will be held</p> <p>Holiday sheets will be transferred to computer</p> <p>If Trustees are going to be on holiday for longer than a week please record</p>	JB
8.	<p>Risk assessments:</p> <p>Health and safety – Food hygiene training</p> <p>First aid training to be arranged for Linda and Gemma so all staff are trained</p>	JB
9.	<p>PUB</p> <p>RE and PB – Go through pub</p> <p>PB – hob and fryer and next to each other under the extractor fan. A steel divider needs to be added between the two</p> <p>Costings of moveable equipment – layout is not changing</p> <p>JB wants builders out by end of October</p> <p>PB Accommodation inspection required to make snagging list once JT and builders have decided work is complete. PB and RE to inspect asap before builders leave.</p> <p>There are rumours of leaseholders who might be interested. Plunkit Agency?, Company who finds leaseholders (used by New Luce).</p> <p>JM assistance could be arranged if this was a possible route.</p> <p>PB suggested a visit to New Luce which could be arranged formally. PB, BO & JB? Interested in a visit.</p> <p>Need to put out a communication to villagers about the pub</p> <p>JM - SAC, Tom Henderson could supply approx. £5,000 for a business plan for the pub</p>	<p>RE</p> <p>PB/RE</p> <p>PB</p>
10	<p>AOB</p> <p>JS – Biomass boiler serviced today</p> <p>Safeguard Security Invoice for replacement battery needs to be found, don't pay until issue resolved</p>	AC
11	<p>Next meetings:</p> <p>Monday 4th November 7pm</p>	