

Payhembury Shop Committee

Minutes of meeting held on **Monday 23rd May 2016** at Mary Whiting's house at 7.30pm

Present: AB, DC, MW, WG, RM, PN, TW, RC.

1. **Apologies for absence** – Received from Rob Brown.
2. **Minutes of last meeting held on 11th April 2016** – Agreed a correct record and signed.
3. **Matters Arising from minutes**

Sign for window, Spot Light on shelves and Light Outside– These items will be dealt with once the electrician is available. **Action DC to approach a different electrician.**

Bread Sales – Both supplies from Crusty Cob and The Common Loaf Bakery seem to be working well. In respect to the Common Loaf Bakery MW who has been ordering and collecting was advised that others would help if required. Crusty Cob ordering was still a little difficult to get the quantity right however this is being worked on.

Tork Centre Feed Rolls – These are now in stock and replace the poor quality blue rolls.

4. **Financial Report**

Profit and loss for March/April – DC presented the accounts which continue to show a healthy profit.

Balance sheet – DC presented the balance sheet which showed that net assets were holding firm. Cash in the Bank was healthy and it was noted that the commercial loan would be paid off by the end of May. Total net assets at the end of April were £49,665.

Peter Gee's Report – As usual his report was considered to be excellent especially the amount of detail shown and ease of understanding it. Peter was congratulated.

5. **Volunteers Report** – AB indicated that all was going well.
6. **Ideas for 5th year celebration and AMM** – It was proposed that we would pay off all outstanding unsecured loans. The committee agreed unanimously.

It was suggested that we arrange a cream tea one afternoon in July as celebration of the 5th year and this was agreed. A date of Sunday 17th July at 3.30pm was suggested subject to hall availability. The shop would be open and RC volunteered to man it. It was suggested that the Morris Dancers may wish to support us if available. RM to book hall and approach the school for use of their field. (After Note: Hall and field are booked).

The AMM would be held in October as usual.

7. **Shop revamp TW** – TW suggested that the shop needed freshening up and that professional photographs taken of the shop activities and volunteers put around the shop may help in this respect. Signage needs updating and TW would arrange. New baskets were required as the existing ones were beginning to break apart. This was agreed. Shelf labelling needs to be improved. **Action TW/DC**

Update on Shop Computer System – A problem had occurred with the shop accounts which had temporarily been misplaced. David Conway was working on the problem and it was hoped it would be solved shortly.

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8. Any Other Business –

- a. **More customers** – It was asked how we could encourage those that live locally that have never been in the shop to come in however after discussion it was agreed that this would be difficult other than by the way we already advertise etc.
- b. **John Carden** – Beef could be offered from him to the shop and Janet East indicated that she would be OK with this.
- c. **Sundays** – Wendy and Peter Gee cover the early slot just about every Sunday and are happy to continue until September when alternative arrangements would be required. AB would create a rota for this slot. **Action AB**
- d. **Goat meat** – It was asked if we should sell this but it was decided that it was not necessary.

9. Date & Venue of next meeting- Agreed to meet on Monday 20th June at 7.30pm at Paula Nelson's house.

Thanks were expressed to Mary for her hospitality.