

Payhembury Shop Committee

Minutes of meeting held on **Monday 20th June 2016** at Paula Nelson's house at 7.30pm

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

1. **Apologies for absence** – Received from Mary Whiting and Rob Brown.
2. **Minutes of last meeting held on 23rd May 2016** – Agreed a correct record and signed.
3. **Matters Arising from minutes**

Sign for window, Spot Light on shelves and Light Outside– DC has now spoken with the electrician and the job should be done shortly.

John Carden – Beef order was under way however there was some concern that it did not conflict with Janet East's supply. Janet had indicated that she was ok with it but it was noted that the price from John Carden was higher than Janet's. It was agreed to go with it and see how it goes.

4. **Financial Report**

Profit and loss for May – 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 should now be paid off. Total net assets at the end of May were £49,846.

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

Consequences of corruption of computer system - Due to the system failure some money may be lost but those involved in reconciling this problem were congratulated on minimising this loss.

5. **Agreement of timing of paying back unsecured loans – Minutes of meeting held 8th March 2011 objectives for the end of year 5** – The minutes were noted and it was agreed to return the loans as soon as possible. **Action DC/TW**
6. **5th year celebration Sunday 17th July at 3.30pm arrangements** – The arrangements for the celebration were well under way. PN outlined what was required and will circulate a jobs action sheet to all those concerned. TW had produced publicity by way of a poster, flyer and the front cover of the Parish Magazine. The shop would be open for ice-creams and RC volunteered to man it – TW would provide a stamp and pad for RC. **Action: PN, AB and RM would meet to finalize the food arrangements.**
7. **Volunteers Report** – AB reported that June was a tricky month with people on holiday and indicated that we needed some new blood to help for the future. The new rota for Sunday morning had been completed. AB was thanked for the difficult work she does. AB put out a plea to the committee to encourage anyone they know to volunteer.
8. **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. TW would speak to the photographer. Some redecoration was needed especially the repair to the crack over the side door. Signage needs updating and TW would

Payhembury Shop Committee

arrange. New baskets had been obtained and looked very nice. Shelf labelling needs to be improved. **Action TW/DC**

9. Any Other Business –

- a. **Bell Ringers Event** - A request had been received from the Bell Ringers for a raffle prize for their event on 9th July – however the policy of the shop does not allow for raffle prizes so this request was refused.
- b. **Khushi Kitchen** – PN reported on this enterprise and suggested that we could purchase some take away curries for the shop. It was agreed to trial some to see what they are like and PN would arrange for some samples to taste and be available for the next committee meeting.
- c. **Lottery** – There was a suggestion to be involved with the National Lottery however this had been discussed before and it was felt that due to lack of space and other costs it would not be worth it.
- d. **Dry Cleaning** – It was reported that the collection of dry cleaning from Johnsons would end in July. There did not seem to be an alternative supplier in the area. PG had written to Johnsons suggesting alternative arrangements and is awaiting a reply.

10. Date & Venue of next meeting- Agreed to meet on Monday 18th July at 7.30pm at Anne Baxter's house.

Thanks were expressed to Paula for her hospitality.