

Payhembury Shop Committee

Minutes of meeting held on **Monday 18th July 2016** at Anne Baxter's house at 7.30pm

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

1. **Apologies for absence** – Received from Paula Nelson and Rob Brown.
2. **Minutes of last meeting held on 20th June 2016** – Agreed a correct record and signed.
3. **Matters Arising from minutes**

Sign for window – This job has now been completed.

Payback of Unsecured Loans – All have now been paid however one cheque bounced due to not enough money in the bank reserve. Suggested that the cheque be represented.

5th Year celebrations Sunday 17th July – This was considered to have been a great success with over 100 people attending. Congratulations was expressed to all those involved in the preparations and running of the event and a special thank you to Paula for her expert overall organisation. The raffle realized £77.00 which was excellent.

Shop revamp TW – TW indicated that he was still actively considering ideas and would be working on them during the next month with a deadline of 19th September. It was suggested that we consider a canopy for outside to shelter the outside windows from the sun and this was considered a good idea and would be pursued. **Action TW** Pictures/photos were also suggested in various places.

Khushi Kitchen – As Paula was not around and the fact it was very hot weather it was agreed to postpone the tasting of the curries until the next meeting.

Dry Cleaning - Johnsons had now finished their collection service. However RC tried to arrange for another company that does a collection service but they were oversubscribed and could not get to us as we were outside their area. There are two alternative Dry Cleaners in the area however, with a shop in Honiton and the Post Office in Ottery St Mary.

4. **Financial Report**

Profit and loss for June – DC presented the accounts which showed a loss for the month due to a revised stock take figure however the figure for the year still showed 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 had now been paid off. Total net assets at the end of June were £44518.

Peter Gee's Report – As usual his report was considered to be excellent especially the amount of detail shown and ease of understanding it. The final financial end of year figures showed sales up by 16.7%

5. **Payback of unsecured loans** – This was dealt with in 3 above.
6. **Volunteers Report** – AB reported that the next six weeks would be tricky with people on holiday and indicated that we needed some new blood to help for the future. Several new volunteers had come forward or were known and AB would be contacting them. The new rota for Sunday morning commences in September. AB was thanked for the difficult work she does. AB put out a plea to the committee to encourage anyone they know to volunteer.

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7. **Date of A.M.M.** – It was agreed to hold it on **Thursday 6th October** subject to the room in the Parish Hall being available. TW would arrange for the poster advertising the meeting.

Action TW

8. **Advertising for Payhembury groups to apply for share of raffle money** – MW agreed to do an article for the Parish Magazine with a deadline of 1st October for replies. **Action MW**

9. **Any Other Business** –

- a. **Defibrillator** – A letter from the Parish Council had been received in respect to a location for the Defibrillator. As the old telephone box has no electricity it was asked if we could locate it in the outside area of the shop. This was agreed.
- b. **Queen's Birthday Awards** – The shop had been nominated by the Parish Council but were unsuccessful.
- c. **Chair for back room** – DC reported that he had purchased a second hand one which was much more comfortable than the last one.
- d. **Payhembury recommends Scheme** – MW suggested that it may be helpful for customers if we could recommend products that we considered have merit. This idea would be considered. A suggestion for a Facebook page was not considered suitable.
- e. The photos taken at the 5th year celebration by Alan Jones would be printed and available to be used. **Action RC/AJ**

10. **Date & Venue of next meeting-** Agreed to meet on **Monday 19th September at 7.30pm** at Paula Nelson's house.

Thanks were expressed to Anne for her hospitality.