

Payhembury Shop Committee

Minutes of meeting held on **Monday 1st June 2015** at Mary Whiting's house at 7.30pm

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

1. **Apologies for absence** – PN
2. **Minutes of last meeting held on 27th April 2015** – Agreed a correct record and signed.
3. **Matters Arising**

New Signature at Bank – Santander have indicated that the new signature form is out of date and therefore a new form needs to be submitted. **TW to follow-up in due course.**

Sign for window – Waiting for news. **Action TW still investigating alternatives.**

Bay Tree Products – DC was hoping to be able to order some fudge however Bay Tree had a poor selection and so no order was made. DC will investigate 'Devonshire Dollop' to see what they can supply. **Action DC**

Debtors – It was noted that there are quite a lot of shop accounts still outstanding for payment. The reminder notice will continue to be on the counter. As an alternative JB was asked to print off a list of accounts and we could then consider sending emails as reminders. **Action DC/JB/AB**

Buyers Meeting – The next meeting is due to take place on Wednesday 8th July.

Volunteers Newsletter - This was thought to have been useful and very informative.

Newsletter – The previous suggestions for inclusion which included Fish, stationery, plants and accounts to be paid would hopefully feature. The supplier feature could be the Honey man (Colin Sherwood). **Action DC** needs to contact Claire McMurtrie.

Stock take – Seems to have been successful.

Visits - DC had visited Gundenham Dairy but did not find it suitable for a visit. Other companies were suggested but no decision was made and the subject would be left pending.

4. **Financial Report**
 - a) **Profit & Loss for April** – DC presented the accounts which showed a healthy net profit.
 - b) **Balance sheet** – DC presented the balance sheet which showed an increase over last month in the amount that debtors owed. Cash in Bank was up and it was noted that there was only a year to go when the Commercial loan would be paid off.
 - c) **Peter Gee's Report** – The report showed that sales for the year to date as compared with last year were 9% up. The sales value for April was up compared with 2014 by £205.
5. **New Fridge for fruit and vegetables** - It was agreed that the fridge was excellent and will hopefully keep the fruit and veg in better condition for longer. It was suggested that we should tilt more of the shelves and this would be considered. The conservatory type sail was not felt suitable and may not be needed. It was agreed to assess the situation as the summer progressed.

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6. **Buyers Meeting** – It was agreed not to use Bestway for meat but would visit to purchase goods as and when required. Some of the missing cash from Bestway had been retrieved and action was being taken to retrieve the rest. The stationers situated in Newton Abbot is considered to be very good and further products would be bought. The security mirror was now in the shop and covered the area that cannot be seen from the till.
New buyer for shop – Julia Scarle had shown an interest in being involved with buying dairy products. Discussions would be arranged with her later in the month. **Action DC/RC**
Olives – DC would order olives from ‘Forest Produce’ in future. **Action DC**
7. **Volunteers Report** – All seems to be fine at present.
8. **Village Footway** – DC had attended the last Parish Council meeting when it was reported that the council had enough money to go ahead with the construction of the footway but were around £5,000 short to pay for the survey and design. It was suggested that maybe the shop would be prepared to provide the £5,000. As it would be a good community project and make the road safer for children and the elderly and benefit the shop, it was agreed to offer the money. DC would write to the Parish Council on the offer. **Action DC**
9. **Any Other Business**

Fabric of the shop- TW indicated that he would like to improve the fabric of the shop – it was agreed that he should go ahead. **Action TW**
Raffle – This appears to be less popular at present and various ideas were put forward on how to bring it more to the attention of customers. Members were asked for ideas for the next meeting.
10. **Date & Venue of next meeting** – Agreed to meet on Monday 20th July at 7.30pm at Anne Baxter’s house.

Thanks were expressed to Mary for her hospitality.