

# Payhembury Shop Committee

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Minutes of meeting held on **Thursday 16<sup>th</sup> May 2019** at Pat Fowler's house at 7.30pm

**Present:** DC, MW, TW, PF, DCh, RM, RC.

**1. Apologies for absence – Anne Baxter**

**2. Minutes of Meeting held on 21<sup>st</sup> March 2019** – Agreed a correct record and signed.

**3. Matters arising from the minutes**

- a. **Map of houses in the village and surrounding area – Action TW had this work in progress.**
- b. **Cash in till** – DC had spoken to Rob Leach about getting the change from the swimming pool receipts and this seems to be working well.
- c. **Santander signature for cheques** – It was confirmed that John Baxter had now been accepted as a signatory by the bank.
- d. **Financial Conduct Authority** – DC had now completed the forms.
- e. **Wineworld** – We are now purchasing our wine from Regency Wine in Exeter which is delivered and gives a 10% discount providing we pay up-front .
- f. **Sponsorship** – Roxy Spiller has now returned from the European Championships in Croatia with a Gold, Silver and Bronze awards. She was warmly congratulated.
- g. **Plunket Photo's** – New photos are required in addition to those taken at the recent supper event and should be sent to TW. **Action All**
- h. **Publicity Board Outside** – RC had obtained magnets to use on the fridge and it was agreed that the whole area looked more organised.

**4. Volunteers update** – The Volunteers supper went well with many good comments from those attending. MW and RM were coping with the organisation of volunteers while AB was away. Anne Baxter was congratulated on her organisation of volunteers.

**5. Financial Report**

- a. **Profit and loss for March & April 2019**– DC presented the P&L accounts which showed a total net profit for March of £519 and April of £364 and year to date of £5997.
- b. **Balance sheet** – DC also presented the balance sheet which showed that cash in the bank was very healthy and that net assets were slightly up. Total net assets at the end of April 2019 were £67,040.
- c. **Peter Gee's Report** – The report showed group sales by month for the last 10 months although no signs of growth they were holding steady. Footfall however seems to remained steady. In April account holders spent one of three pounds spent in the shop.
- d. **Purchase of trolleys for plants** – The three trolleys have made moving the plants in and out of the shop much easier than previously and seem to be working well.

**6. Recycling** – We were asked if the shop would get involved in a recycling scheme for some plastics however it was felt that the school would be a better place to action this so it was felt that we could not participate in this scheme.

**7. Naomi Gammon sponsorship** – Naomi has been selected as one of four students to represent team UK at the International Geography Olympiad 2019 taking place in Hong Kong between 30<sup>th</sup>

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July and 8<sup>th</sup> August and has asked for help to attend. It was agreed to sponsor her to the sum of £250.

- 8. Reorganisation of outside area** – DC suggested that a gate at the entrance would enable us to provide a more secure area where additional goods could be displayed perhaps aimed at gardeners. The reorganisation would need thinking about carefully in order to continue to receive deliveries and somewhere safe to store them.

**9. Any Other Business**

- a. **Pay electric by token** – DC had seen a scheme for paying electric bills by a token and wondered whether the shop could get involved with the scheme. However, it seems that this is a Post Office service.
- b. **Freeze around the shop walls** – TW presented a suggestion for the freeze using many different photos. The photos could be printed on a material that would be self- adhesive at a price of £87.50. It was agreed that any persons in the photos would have to be consulted to get their approval to use and it was decided that TW should talk to AB on her return as she is likely to be able to identify who they are.

- 10. Date & Venue of next meeting** – Agreed to meet on 20<sup>th</sup> June 2019 at 7.30pm at Mary Whiting's House.

**Provisional date for the following meeting was proposed for 18<sup>th</sup> July to be confirmed at the next meeting.**