

# Payhembury Shop Committee

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Minutes of meeting held on **Thursday 20<sup>th</sup> June 2019** at Mary Whiting's house at 7.30pm

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

- 1. Apologies for absence – Tim Woolgar and Roz Mullin**
- 2. Minutes of Meeting held on 16<sup>th</sup> May 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. 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 (Yet to do.)**
  - c. Recycling** – PF would speak to school. **Action PF**
  - d. Naomi Gammon** – A letter of thanks had been received for our contribution.
  - e. Pay Electric Token** – This had been discussed with Janet (P.O.) and she advised that it is not ideal for the shop therefore we would not be taking any further action.
- 4. Volunteers report**
  - a. Volunteer's duties** - The situation is not good at present as we are losing people. It was thought that a poster inviting people to become volunteers may help and it was agreed to ask TW if he could design one. **Action AB/TW**
  - b. Maintenance** – Outside of shop needs painting and JB may be able to help. However, DC suggested that as the school wanted to purchase laptops an exchange could be arranged whereby we could help with the financing of the laptops if some parents would be willing to help with the decorating of the outside of the shop. PF agreed to contact Roz and the school. **Action PF/RM**
  - c. Health & Safety** – RC agreed to investigate the appropriate Health & Safety regulations and safety audit. **Action RC**
- 5. Financial Report**
  - a. Profit and loss for May 2019**– DC presented the P&L accounts which showed a total net profit for May of £568 and year to date of £6565.
  - 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 May 2019 were £67,608.
  - c. Peter Gee's Report** – The report showed group sales by month for the last 11 months although no signs of growth they were holding steady.
- 6. Local planning and purchase of building** – DC had attended a meeting in the Village Hall showing proposed plans however these await planning permission and the response of residents of the village. It was agreed that we need to be thinking about how the shop building could be used in the future.
- 7. Plunket AGM** – DC is attending a meeting of Plunket in Bristol shortly where he hopes to speak to someone in respect to purchasing the property and to gain advice on the future of the shop. It was suggested that someone should go with him and it was agreed that TW could be ideal if available. **Action DC**

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## **8. Any Other Business**

**There was no Other Business.**

## **9. Date & Venue of next meeting – Agreed to meet on 25<sup>th</sup> July 2019 at 7.30pm at Anne Baxter's House.**

**Thanks were expressed to Mary Whiting for her hospitality.**