



ROCKLANDS COMMUNITY SHOP

MINUTES OF MEETING

held on 12th April 2023 at 7.30pm in shop

Present: Phil Dingle* (PD), Tim Ford* (TF), Ian Harrison*(IH), Cath Jones*(CJ), Victoria McArthur *(VM), Andrew Russell* (AR), David Seaton* (DS) and Fay Manning(FM) **

(* committee member; ** manager)

Apologies for absence: and Alan (AJ)and Elaine(EJ) Johnson + Jane Stubbs (JS)**

Minutes of last meeting were agreed and signed as a correct record.
There were no **declarations of interest**

Matters arising (not covered elsewhere on agenda):

1. PO account log in. PD has completed paperwork and is official Postmaster but still no news on access to log in.
2. EPOS Now changeover has hit further problems that were outlined by DS, involving missing data and transfer issues that do not seem to be easily or quickly solvable. All data entries need to be done manually using two screens, by volunteers under supervision of LM. (PD, AR, TF and IH volunteered to help.) It was noted that ECR had been very unco-operative when asked for advice, which is disappointing.
3. Lease renewal. DS has drawn up draft lease with input from landlords. It was agreed that to show due diligence, an independent assessor should be asked to advise on current rental value (Action: DS)
4. Forecourt improvement project. Thanks to FM who has submitted grant application to Asda Foundation and it has been accepted. Three quotes have been sought for work on outside area and two received so far. Third is being chased by TF. Two volunteers have made offer of £200 for old gazebo when time comes to remove it. Fundraising efforts by managers have raised ~£265 so far (mainly raffle tickets). Donations of plants, books and puzzles are ongoing.

Managers' Report

1. Volunteer numbers are dropping, partly because of illness, holidays etc. We are lucky to have a good number of younger people coming in which is great

for future sustainability, but as they are under-age, they need to be supervised by an adult when selling age-restricted goods.

2. PO accuracy remains good, thanks to diligence of managers. New area manager is supportive. FM completed first solo end of TP today with no variance on stamps, possibly for first time ever, and 'profit' of £1.90. Cash supply has been resolved temporarily by asking for emergency extra deliveries from POL.

3. Suppliers:

Logs and kindling. There still has been no response from usual supplier and customers are being let down. Investigations into new local suppliers have drawn blanks so far. Emergency supply from Bookers has been expensive and is not sustainable.

Egg supply from Easters has stopped, but with avian 'flu restrictions being lifted from April 18th, it is hoped this will ease situation with egg supply.

4. Two flashing bulbs in shop reported so DS will order new and replace.

FM was thanked for attending and left meeting, after a short break for consumption of birthday cake celebrating combined 135th birthday of two committee members.

Finance (see report from VM)

- Balances given. One request for share withdrawal had been received by deadline of March 31st so it was agreed to repay this in full.
- Bills and wages paid
- VAT sorted
- Monthly figures with comparisons since 2016 were again distributed, with significant increase in turnover in March, but similar caveat to last month regarding increased cost prices. PD showed provisional P&L sheet for February, showing a net loss.
- Thanks to Shirley Colenutt for work on Daily Takings sheets.
- Process of transference from VM to AR is slowly happening but AR still has no access to banking.
- Thanks to PD for securing a Community Account at bank with no bank charges, thus saving ~£1000 p.a. He is now going to press for refund of charges paid since the account was changed to Business account, seemingly erroneously, by bank some years ago.

Correspondence

Nothing significant that hasn't been circulated via email

Next meeting arranged for Wednesday 10th May at 7.30 in shop

Meeting closed at 20.45.