



# ROCKLANDS COMMUNITY SHOP

## MINUTES OF ANNUAL MEMBERS' MEETING

held on 24th February 2021 at 7.00 pm via Zoom

WELCOME and brief explanation of procedures was given by Pete Rushton (PR)  
A quorum was declared as 32 members were present at meeting via Zoom, above the required 10% of membership.

Apologies (and proxy votes where appropriate) had been received from: R.Apps, A. Blandford, S. Bunnewell, J. Dove, N. and P. Drake, D. Dunnett, R. Harrison, A and E. Johnson, M. Lister, M. Robertshaw, R. Steel, N and M. Upstone, G. Wainwright and R. Young

MINUTES of AMM from 21.02.2020 were approved as a correct record.

MATTERS ARISING: None not covered elsewhere

### CHAIRPERSON'S REPORT

David Seaton (DS) thanked everyone who has helped to keep the shop open during a more challenging year than anybody could have predicted. He outlined the numerous changes of personnel and circumstances brought about by Covid-19 global pandemic and the three lockdowns since March 2020, and explained that we currently have an excellent set of managers who work well together and, when it is safe to train a new member of staff, another manager will be appointed. Our volunteers, old and new, have worked hard all year in many ways. Special thanks were given to Maureen Bound and Phil Dingle who both trained in PO procedures so that the shop has stayed open throughout, albeit with reduced hours. Pete Rushton and Victoria McArthur (VM) were thanked for continuing to do so much more than the minimum in spite of leading very full lives in their 'day jobs' in NHS. Local suppliers have continued to offer a wonderful service and Gella Ladner has worked very hard on EPOS system to get it working efficiently regarding stock controls. BL grant has now stopped but Sue Steel was thanked for her valiant successful efforts to secure several smaller grants to keep us afloat and allow us to invest in the future eg a new chiller system is on order which will replace older units and will work more efficiently. As always, Alan and Elaine Johnson, our landlords, have continued to offer guidance and support at all times. Shirley Colenutt and Kathrine Overton were thanked for their work on books and Simon Best for keeping website and social media posts up-to-date. Anybody forgotten was also thanked!

DS emphasised again that we are not just a shop but a Community asset and without the support of the community we would fail so everyone was thanked ....hopefully the social side of the shop will continue as soon as Covid allows.

TREASURER'S REPORT was given by Victoria McArthur

After a brief introduction and background, VM presented the draft audited accounts for the year 2019/2020.

- turnover has increased in spite of reduced opening hours
  - gross profit is also up slightly on last year
  - overheads more or less static
  - PO income increased
  - Admin. expenses down on last year
  - Bank charges have increased significantly due to changes in regulations but Phil Dingle has worked hard at getting new credit card contract to mitigate some of this.
  - Thanks to Maureen Bound for doing financial risk assessment for future proofing.
- Overall, auditors Lovewell Blake have pronounced we are a financially viable business, in spite of not yet making profit without grant aid.

#### QUESTIONS FROM FLOOR

Two members reiterated their thanks for sterling work done.

#### APPROVAL OF ACCOUNTS

The accounts for 2019/2020 were approved unanimously

(Prop: D. Jones Sec: M. Ladner) and DS signed them as Chair

Lovewell Blake were accepted as auditors for 2020/2021 unanimously.

(Prop: J. Rose Sec: R. Steel)

#### ELECTION OF COMMITTEE

PR explained that under model rules, 4 committee members needed to step down and be re-elected (David Seaton, Phil Dingle, Pete Rushton and Cath Jones) as they had each served three years. All nomination papers had been completed and signed so they were unanimously elected en bloc. There were no further nominations so committee stands as last year.

PR finished by repeating sincere thanks on behalf of all involved in the shop for the support and backing of the community and members. Next scheduled committee meeting will be on 10th March via Zoom, when officers will be appointed. All are welcome to join (email DS for link)

MEETING CLOSED at 7.35pm