

## MINUTES OF COMMITTEE MEETING

held on 3rd June 2015 in shop (change of venue and delayed start due to unforeseen cricket match at pavilion) at 19.50

PRESENT: John Borrill, Robert Gray, Alan and Elaine Johnson, Cath Jones, Victoria McArthur, Malcolm Robertshaw, Pete Rushton, Roger Steel, Jan swaddling and Joan Woodroffe + 3 flies who had sadly lost their lives by 21.52

APOLOGIES FOR ABSENCE were received and accepted from Natalie Albrow and Shirley Colenutt

MATTERS ARISING were all covered elsewhere

### FINANCE

JB gave balances in bank accounts and explained that new account has been delayed further because of rules required by BL which has resulted in all Lottery beneficiaries needing a discrete account ending in BIG so there is a backlog. JB is chasing a lady at Coop Bank (ssshhhhhh, don't tell Heather!) and is hoping it will be set up before the two months that has been predicted. Possible repercussions resulting from the delay are being discussed by business committee.

Petty cash tin was explained by JB and it was decided that this is not really necessary now so money will be retrieved and returned to Business a/c.

VAT quarter end is now upon us and JB and PR are meeting with KO on 05/06 to discuss this and ongoing Corporation Tax issues, together with Stephanie from Lovewell Blake. Thinking outside the box is required by all and ideas passed to Business committee as it would appear that careful and responsible husbandry of our resources has had a negative effect with taxman!

### EIS AND MEMBERSHIP

Well done to PR for applying for and getting accreditation from HMRC for EIS. Forms have now been completed for and delivered to all shareholders who wanted to apply for tax credit on their investments, together with a letter of explanation. Thanks to PR for getting this done with just a very little help from a thrifty envelope addresser who never wants to see a sticky label with RCS logo ever again! If anyone is asked about completing forms, please refer to PR, who is not able to give individual advice but can offer general help having found a new 'bestie'/Phone-a-Friend at HMRC.

RS reminded all that any communication from RCS needs to have all logos of grant providers too.

New membership strategy is ongoing. Idea of offering a welcome package to new residents of Rocklands is being looked at.

## RETAIL SALES, WHOLESALERS ETC

Some problems emerging with new vegetable stall eg storage of fresh produce overnight, rain or strong sun spoiling produce etc. It was agreed to monitor over a month and look again at whether or not it is beneficial.

MR, NA have had a follow-up meeting with Angie Castle (Cake Lady) following concerns about wastage, size of portions etc. Some suggested solutions will be implemented by Angie and the situation will be monitored closely. JW and CJ will investigate catering size tray bake tins at Loose's and will find out from Ruth B what she used to do. All agreed (and customer feedback confirms) that we have not yet found an equivalent baker who offers the same service and quality!

## REPAIRS, RENEWALS, MAINTENANCE ETC

RS distributed pictures of layout of forecourt with suggestions for an awning. Various ideas were discussed and mooted as we took a natural break to wish JB and EJ happy birthdays, with JB making it VERY clear that EJ is still 24 hours older than him. A delightful cake with fresh raspberries was shared out and scoffed along with something fizzy, as we sang to the two old dears! More concrete ideas for canopies with costs and structural advice will be brought to next meeting if possible.

Bike racks were discussed and a suggested model was described by PR who will circulate pictures and details to all. A green version is available, with a choice of knobs - CJ will take it upon herself to choose a knob that is suitable but may need help with final decision as this is a new area of expertise for her, being a novice! Location and positioning of rack is important. An offer of a donation towards bike rack has been received by PR who will speak to that person and explain the situation. Money raised by Boudicca Ride has amounted to about £800 which is a magnificent sum - well done again to all!

Dog and horse tie-up posts will be chosen and actioned by VM as soon as possible.

## GRANTS

See report

## STAFF JOB APPLICATIONS

Adverts have been placed in local newspapers including EDP and also in shop and elsewhere. RS has received two applications so far. JS has drawn up an interview plan with MM.

## VOLUNTEERS

New volunteer, Maureen Bound, has done training and has already started doing shifts. Shifts during half term were very difficult to fill and some volunteers had to do multiple shifts to cover gaps.

Invitations have been given out for party at Mill House on July 4th.

## PUBLICITY

Newsletters have been printed and distributed by PR with help of Barbara Scase - many thanks to both.

RG reported another postponement of interview with EDP journalist, so he will send relevant information to her and hope we can get photographer to produce pictures to go with an article.

Flyer/leaflet is with ARo at moment.

JB has paid fees to advertise shop in Blossom and Yarn booklet but needs invoice for records. (NA to be asked as she arranged it.)

## EVENTS

MM has distributed a list of ideas for events in coming months.

Book Club has had inaugural meeting with small number of members but many more interested parties. meetings will be every 3rd Tuesday with next one on June 9th.

Suggestion of Strawberry teas to coincide with Wimbledon fortnight was put off as St Peter's PCC are holding similar event on following day. Other dates could be possibly found but it was decided that with SC's similar event for UNNKPA on June 7th, it would be too much for one village to support in time frame.

There was considerable discussion about keeping shop and café open on Sunday 12th afternoon to catch visitors to All Saints' Flower Festival and Blossom and Yarn event in neighbouring benefice. After a vote, it was agreed to stick with normal opening hours (9 for, 2 against).

History Week will begin on 27th July with talk with Joan Dove about her reminiscences of the shop and village over 65 years, together with Francis' and her old photos and albums.

PCF Countryside Week 20-26 July. It was agreed to organise a similar walk to last year to support PCF again on 26th July.

## WEBSITE AND IT

VM has been working on website and has several ideas that can be included when she finds time to put them on! Watch this space!!

SC and ARo have not been able to find communal time to work on EPOS system recently but have not given up!

## CORRESPONDENCE

Email to PR from a villager whose family would like to contribute towards new bike rack - PR to liaise.

Plunketts did not see fit to shortlist us for an award this year (their loss!!) but have invited us to their AGM near Rugby on June 25th. Please give names to PR if you want to go and he will arrange tickets.

Plunketts are still sending prospective community shop personnel to us for advice.

RS has had letter from NFSP saying that they will no longer be standing alone but are planning to amalgamate with another body e.g. Retail newsagents' assoc. or CWU. E and A expressed disappointment about this as it could be a big change from existing situation.

#### INPUT FROM FLOOR

JB has asked NA to keep another file to be used for all mail for committee members sent to shop as some communications are being delayed by being put in his folder first. All to be aware and to ask if there is any mail or check new folder regularly.

Stephen Houchen will be spoken to by RS about displaying his photos in shop. (It is recommended that only 2 are on display at any one time but that he could rotate the photos so more can be viewed over a few weeks.) VM talked about rotating WOPs to impress us all with her use of vernacular and acronyms!

Deep Clean will take place on Sunday 7th at 1.30. CJ has produced a laminated sheet which can be dated and initialled with marker pen as jobs are done. It is unclear how many will turn up to help but hopefully enough to make it less of a chore.

RS has received banner from BL together with a (rusty!) stainless steel plaque which will be displayed next to PCF plaque in shop.

NEXT MEETING arranged for 17.06.15 at pavilion. (CJ will check availability this time!)

MEETING CLOSED at 9.56, after JW and EJ were thanked for doing refreshments!