



ROCKLANDS COMMUNITY SHOP

Minutes of meeting

held on 7th October 2020 at 7.30 at Bowers Farm

Present: DS, PD, PR, VM +CJ, AJ and EJ via Zoom

Apologies: MiB and JS

Minutes of last meeting were approved.

Matters arising:

1. Enhanced DBS checks will be arranged for managers who do not have them, in long term preparation for taking on volunteer with specific needs. (PR to liaise with Dave Jones)
2. DS will investigate foot controlled anti-bac dispenser via his contact. (If no news by Friday 9th, CJ to ask where Village Hall obtained theirs from.)
3. Update on bank card. VM to find out how to get new PINs if necessary.

Updates:

1. Staffing .
 - a) Following resignation of a manager last week, thanks to remaining managers who have covered opening hours and have had meetings about best way forward. Short term cover has been arranged by them until a decision has been made about hours they want to work. (VM has had notification of a PO trained person who has expressed an interest in applying which could be another possible solution. PD to inform team to help in their discussions)
 - b) There was discussion about furlough payments and latest guidance from Government (Action:VM)
- 2.. Two of internal CCTV cameras have broken and need replacement. DS will follow links sent by Andrew Roebuck and investigate further. (Action by Friday 9th)
3. Thanks to PD for getting information for new chiller from Mr Secker, who recommends a large unit with external compressor, costing~ £8k, to go along back wall as far as sloping floor. Freezer units would move to where fruit and veg are currently. Running costs would be cut by 50%. There was discussion about storage of F&V behind closed doors and possible noise issues from external unit that could cause nuisance to neighbours. Size of external unit could be a factor in choosing a suitable location.(Action: PD for more info)
- 4.. VM had attended VAT quarterly meeting yesterday with KO and managers were complimented on accuracy of figures, with only very small number of minor discrepancies.
- 5.. EOY paperwork has gone to LB, with a few omissions due to problems finding cost prices of some smaller stationery-type items.
6. EJ now has technology to join team WhatsApp group (Action: MiB and DS)
7. Thanks To Roger and Sue Steel for mending log store

Next meeting arranged for 21st October (time and venue to be confirmed).

Meeting closed at 8.43 pm.