



ROCKLANDS COMMUNITY SHOP

MINUTES OF MEETING

held on 8th January 2025 at 7.30pm in shop and chaired by DS

Present: Phil Dingle(PD)*, Tim Ford* (TF), Ian Harrison*(IH), Cath Jones*(CJ), Victoria McArthur *(VM)from 8.30, Andrew Russell* (AR), David Seaton* (DS) +Jane Stubbs(JS)** and Rob Poole (RP)**

Apologies for absence: Alan (AJ)and Elaine(EJ) Johnson
(* *committee member*; ** *manager*)

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):

- Website has been updated (thanks to Simon Best) and is now displaying current information. DS still needs admin. status so he can amend when necessary.
- Refrigeration units and air conditioners are being serviced imminently by company that installed new chillers.
- New bulb for fly zapper now installed.
- TF reported on progress regarding Broadband and telephone line changes (obviously some delays due to holiday period!) Having investigated various companies, conclusion reached that C Squared are competitive in both price and service provided. After a discussion about leads, patches and ports, those who understand such matters will progress the project to go digital as and when necessary. Ds will lend a piece of equipment to check if ports are live to speed up investigations
- Usual informal carol singing event took place on 24th at 11am as usual. Many thanks to AJ and EJ who kindly provided the mulled punch and to all who provided mince pies. Collection bucket for EACH yielded £240 from the ~100 carol singers who turned up and sang their hearts out. Thanks too to Angela and Peter Dawney and Claire Morris who accompanied on guitar, flute and violin.
- Discussion about gazebo and RP kindly offered to get more information about gazebos similar to those at Little Plumstead Walled Garden Community Shop, with prices and suitability for our location.

Managers' Report

- PO trading was very brisk in December and also so far in January, (traditionally a quiet month) with lots of 'returns' parcels. Remuneration was significantly up in last two months of 2024, reflecting this. Lack of volunteers has remained an issue at times when manager has been at full stretch in all three areas of business.
- Excitement about compensation for anomalies in Horizon system was shortlived as it was announced this was for period 1999-2010 only. However, JS reported that since the publicity about miscarriages of justice nationally, the system has been more 'tightly wrapped' and there are far fewer discrepancies, with just a very insignificant variance, if any, in PO trading each month.
- Increased use of mail especially parcels continues. (There was even a collection last Sunday because of copious numbers of parcels waiting to be collected- apparently the only collection in the area)
- No further news on new area manager for POL and no contact from him/her.or direct contact from Tracey, the outgoing line manager.
- JS reported huge amount of very positive feedback from customers for the shop and those working in it.....well deserved praise indeed as everyone gives over and above what is expected of them.

- Christmas stock report sent by LM. Most stock unsold has long shelf life so will be kept for next Christmas and expendable items have been reduced.
- Ongoing stocktaking is continuing .
- Thanks to volunteers who helped out over the busiest times when time is so precious. Special mention of Sue Bunnewell and Lesley Crosthwaite who appear almost daily at short notice to fill gaps, especially at beginning and end of day.
- Thanks to managers for arranging small gifts of wine/chocolate for regular volunteers as a 'thank you'.
- Christmas raffle went well with over £400 raised. Hamper won by Harold Neale, a volunteer, with a ticket that was one of 26 bought by RP for each of the regular volunteers (what a wonderful kind gesture- thanks Rob!)
- Lottery equipment failed on 3/4th January that caused issues as engineer failed to fix after first visit and had to return next day. Eventually floor had to be dug up to access terminals and new temporary cable had to be placed untidily on worktop to enable trading to continue without closing shop on a Saturday! Hopefully a more permanent fixing can be in place when new equipment is installed in February, but in meantime, machine is now working and we are all getting used to unsightly cables on view! Hole in floor behind counter is not a major problem as bin covers most of it.
- JS has managed to cancel delivery charge from Bookers for a non-delivery on Christmas Eve and is chasing information about whether we have a contract or not. (Watch out Bookers)

Finance

- Bank balances reported- no significant changes (but noted that large Scottish Power bill had been paid without effecting an appreciable difference.) Some switching between accounts is imminent
- Bills and wages paid.
- AR meeting with KOv had been OK but some bookkeeping issues needed addressing.
- Lovewell Blake have all figures to produce accounts and have promised them in good time for AMM. If not in time for inclusion with AMM invitations, they can be made available in shop and/or sent separately by email where possible.
- No suitable grants available at present.

AMM

- AMM date confirmed for Friday 28th February at 7pm in St Peter's church, which has been booked with church warden.
- Procedures discussed

CJ will confirm who will need to be re-elected and reminded that she will not be standing again, having been on committee for nearly 12 years and fresh blood is needed for sustainability.

CJ will send out invitations, proxy forms and agendas after they have been updated by DS.

Presentations by Chair, secretary and Treasurer will be sorted between them

CJ will remind David McNeil and give him date of meeting etc

New committee members needed – all to approach suitable people and get them along to meeting to find out what is involved.

CJ will put something in Rocklander appealing for committee members especially willing to take over as Minutes and /or Membership secretary.

Correspondence

Nothing significant that hasn't already been circulated/discussed

AOB

AR gave update on hedge/tree removal on Kemps Meadow in case customers talk about it, so that the facts are made clear if necessary

Next meeting arranged for Wednesday 12th February 2025 at 7.30pm.

Meeting closed at 20.45