



ROCKLANDS COMMUNITY SHOP

MINUTES OF MEETING

held on Wednesday 8th July 2020 at 6pm at Bowers Farm

Present: DS, (EJ, AJ until 6.55), PD, CJ, VM and PR

Apologies: MiB, JS

DS welcomed everyone to first live meeting since lockdown and thanked PD for use of covered outside space so that this was practicable whilst still following social distancing guidelines.

Update:

1. Fruit and vegetable issues.

Sales of F&V have dwindled since relaxation of lockdown rules and frequent collection of fresh supplies from Burrows at Wicklewood is no longer cost-effective. MiB had been asked to explore other sources or possibility of regular deliveries but had received a call from Burrows that had been upsetting. After discussion, it was agreed that we would continue as at present but with less frequent collections until a more sustainable solution can be found. PR will 'smooth waters' with Burrows and explain that MiB was doing her job and has support of committee.

2. Finance.

- VAT has been entered by PR and VM will have meeting with KO next week where minor, possibly Covid-related, anomalies will be investigated.
- Bank balances were given by VM which noted a small amount of stockpiling to compensate for loss of grant for wages.
- With ~6 weeks to RCS end-of-year, it may be worth looking at accounting system with a view to changing to cloud-based system that would be more easily accessible and simpler to use, with less risk of errors. DS/PD to investigate with accountants and liaise with VM and PR.
- Sample stocktake will be done to check accuracy of system before end of August.

3. Staffing

- New managers have done course at Cambridge and are now shadowing in shop. All appears to be going well. When fully-trained, all managers will be able to discuss their own individual as well as collective responsibilities.
- VM gave update on MaB who is still receiving furlough pay
- PD, as line-manager, is now doing all timesheets and pay-related paperwork and liaising directly with KO who will do payroll as usual.
- Manager contracts are progressing (Action:PD)

Other

1. Update on f&v chiller - more problems have arisen but hopefully they will be sorted by Coldlink on Saturday.
2. Some changes have been made to storage of various chilled goods eg Barnards meat is now in closed chiller but will need to be displayed more effectively so customers know what is available.
3. Extending shop opening hours will be looked at during meeting on 22nd July.

Next meeting arranged for 15th July at Bowers Farm again. Time to be agreed in advance.

Meeting closed officially at 7.19pm but informal discussion (including admiration of mermaid outfit worn by PD in hot-tub) continued for a few minutes.