



ROCKLANDS COMMUNITY SHOP

MINUTES OF MEETING

held on 15th May 2024 at 7.30pm in shop

Present: Phil Dingle* (PD), Tim Ford* (TF), Ian Harrison*(IH), Cath Jones*(CJ), Andrew Russell* (AR), David Seaton* (DS) +Jane Stubbs** (JS)
(* committee member; ** manager)

Apologies for absence: Victoria McArthur *(VM), Lottie McIlwhan**(LM) and Alan (AJ)and Elaine(EJ) Johnson

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):

- No significant increase in volunteer numbers following Anniversary Celebrations but a fair amount of interest so JS is hopeful. Shortfall in volunteers is being met largely by small band of regulars who are doing multiple shifts.
- Anniversary share offer. CJ reported total of 71 applications have been received and a reminder of 21st May closing date has been posted on Facebook. After discussion, it was agreed that enquiry about buying ten shares as a gift for one person would need to be declined, as regulations state one share only per person on application form. CJ will speak to customer.
- Allwyn
Lottery running smoothly and efficiently at present. Stationery (eg posters) that was missing has now arrived after a prompt to Allwyn from JS.
- New water boiler was acquired from Nesbit and fitted by JS (electrics approved by a passing electrician!) and is working well.
- Andrew Roebuck has been contacted about changing the Facebook email address for RCS but no response yet.
- No change to website yet to bring in new amendments. DS will contact admin.
- Copy of Electrical certificate to be given to landlords (Action: DS)

Managers' Report

- PO and POSTMASTER UPDATE
PD is finally able to use his smart ID as Postmaster to gain access to Branch Hub and Horizon. (Black and white cat called Jess is at the ready to assist!) After registering, monthly renumeration documents have been downloaded, printed and passed on to Andrew. A copy was brought to the meeting. Managers are examining to see which services are most lucrative and worth flagging to customers.
- TP is scheduled next Wednesday, currently running with a low variance.
- Full Amazon drop off/ collection is now offered at the PO. Slow start, with just a handful of drop offs so far, better with the collection side, but hoping this will increase as people realise this service is available. EVRI and DPD are also being rolled out slowly across the network; however, PO cannot give a definite date for the facility to reach RCS yet.

- Social media

Managers are very keen to be able to access all social media platforms to promote RCS, update our current customer base and to reach out to new customers. With shop FB account inaccessible to the majority of Managers, thoughts turn to starting again with a new account which can then run alongside Instagram with dual posts.

- Chiller/freezer servicing is now due. Coldlink has been contacted and Darren will come in to complete. JS highlighted an issue with one upright freezer that may need looking at.
- Boiler

New boiler sourced, bought, delivered and is in use. Good value with an extended warranty. All happy. Old boiler was taken and disposed of.

- D DAY CELEBRATIONS 8th and 9th June

In line with celebrations in the village, shop will be decorated, and as it's Fay's weekend, there will almost certainly be a great costume. With a memorial service on the Saturday, and events at the Village Hall, followed by a street party on the Sunday, we look forward to a great trading weekend.

Finance

- Bank balances reported and are still stable. AR distributed sheets with comparative gross monthly figures over last 7-8 years which were discussed and analysed briefly. Lottery takings were also compared over same period and it was noted that sales have reduced by ~50% since 2017, almost certainly due mainly to online sales, but also less expendable income for many people.
- Bills and wages paid.
- No suitable grants available at present.
- AR reported huge improvement in number of discrepancies at end of day since new EPOS system and card machine. Well done all.

AOB

JS will investigate new Post Office sign on roadside wall outside shop as current one is looking somewhat jaded.

AR will look at attending an event by Plunketts that had been circulated, if it fits with his schedule.

Correspondence

Nothing outstanding that hadn't been circulated by email.

Next meeting arranged for Wednesday 12th June 2024 at 7.30 in shop.

Meeting closed at 20.50