

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 20th October 2021 using Zoom

Present: Christopher Lambton (Chair), Donald Stewart (Treasurer), Simon Edwards (Secretary), Jennifer McBeth, Camilla Younger, Bill Sheridan – all UTCE Ltd

Apologies: None

1. Minutes of Last Meeting

The Minutes of the last Meeting were agreed

2. Matters Arising

None

3. Refurbishment

Draft copy of Planning Drawings now received – minor corrections required – Bill to arrange. Fence line with Kintyre Cottage will be affected – Christopher to liaise with cottage owners. No response from Broughton Village Hall re confirmation that the proposal to use the hall cottage is acceptable with their Trustees, their insurers and the Charity Commission. Christopher to chase.

4. Trading

Net takings for September 2021: £33,324

5. Financial

Bank Reconciliations – all OK

Donations from the community to the welfare fund now £5,190 as at end of Sep-21.

£2,098 left in the fund.

Second Share Offer to be discussed and planned after Planning Permission submitted.

6. Grant(s) Updates

No Change

7. EPOS System

Action: Jen liaising with supplier on an as needed basis.

8. Staffing

All OK

9. Customer Feedback – complaints / compliments / suggestions

All good

Continued...

10. Any Other Business

One freezer not working, £160 stock lost as a result.

Action: Jen to arrange callout from engineer – callout fee £180

Date and Venue of Next Meeting: 19:00 Wednesday 17th November 2021 – venue / method To Be Confirmed.

Author: Simon Edwards, Secretary, Upper Tweed Community Enterprise Ltd