

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 20th April 2022 at 5 Woodilee, Broughton

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

a) Broughton Village Hall Cottage

Draft lease version 4 under consideration with Broughton Village Hall committee; their next meeting is on 20th April. Proposed start date for lease is 1-Oct-22

Action: CY to get signed lease from Arthur – needed for SSE application

Kenneth's costs are promised for Monday 25th – costs plus lease completes SSE application

Action: DLS & CJL to compile and submit SSE application

Suggested list of contractors to approach: Lawrie, McCann, Smith & McMath

Action: BS to expand list to approx.. six contractors.

b) Broughton Village Store

No change from previous

4. Trading

Net takings for March 2022: £32,310.49

FYE Stock take done - £27,635.99 goods

5. Financial

Electricity supplier BES finishes 26-Apr-22, new supplier Scottish Power from 27-Apr-22

Bank Reconciliations – all OK

Welfare fund: £5,775 in, £3,512 out, balance = £2,263 available

Action: JMcB to chase accountant for FYE figures

Annual Members Meeting needs to be held within six months of FYE (end Sep-22)

6. Grant(s) Updates

SSE submission will be made 25-Apr-22 – see notes above.

Continued...

7. Annual members Meeting

Needs to be before the end of September 2022.

8. Staffing

CV's requested / four received to replace Aiden (Sunday)

9. Customer Feedback – complaints / compliments / suggestions

All good.

10. Any Other Business

Queen's Platinum Jubilee – first weekend in June 2022.

UTCC event: Friday 3rd June, 5pm to 10pm in King George V Field

Covid-19 – requirement to wear facemask now recommended, not mandatory.

Advice is to leave plastic screens in place for the foreseeable future.

Replacement coffee machine now in place 😊

Date and Venue of Next Meeting: 19:00 Wednesday 25th May 2022 at Old Kirk Brae

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