

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 23rd March 2022 at Chapelgill, 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

Suggested that Craig Mattocks (Cademuir) does building condition survey after the SSE grant application has been submitted

The Building Warrant application for BVH Cottage to be held back until funding is available

Action: DLS to start compiling SSE grant application

b) Broughton Village Store

Action: BS to instruct Icosis and Narro to start to prepare Building Warrant applications

4. Trading

Net takings for February 2022: £27,791.53

5. Financial

Bank Reconciliations – all OK

Need to look at profit margins and increase where possible

Action: JMcb to speak to EPOS provider and get reports showing products with low % profit.

Welfare fund: £5,675 in, £3,262 out, balance = £2,413 available.

6. Grant(s) Updates

SSE submission due by 17-Apr.

7. Staffing

In light of the increase to the National Living Wage, it was agreed to increase staff salaries effective April payroll

Action: JMcb to keep staff on contract hours.

Continued...

8. Customer Feedback – complaints / compliments / suggestions

All good.

9. Any Other Business

BES Utilities (electricity supplier) contract due to end soon.
Electricity supplier changing to Scottish Power, effective 26-Apr.

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

No update received about funding for the event from Upper Tweed Community Council

Action: SNE to try and get some detail about funding from the UTCC

Date and Venue of Next Meeting: 19:30 Wednesday 20th April – venue TBC.

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