

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 14th December 2022 at 5 Woodilee, Broughton

Present: Christopher Lambton (Chair), Donald Stewart (Treasurer), Simon Edwards (Secretary), Jennifer McBeth, Camilla Younger

Apologies: Bill Sheridan

1. Minutes of Last Meeting

The Minutes of the last Meeting were agreed with comments

2. Matters Arising

None

3. Refurbishment

a) Broughton Village Hall Cottage

Erith (Asbestos Contractor) have removed asbestos, now all clear.
McCann's (Build Contractor for BVHC) - no work done on-site to date.

Action: Jen to note electricity meter reading monthly at same time as shop meter reading

b) Broughton Village Store

Erith (Asbestos Contractor) – works will be done at start of refurbishment
General Note – we cannot go to Tender until we have the money available
Building Warrant (22/00635/DEMAEX) for shop works – approved and issued 7-Dec-22

4. Trading

Net takings excl. VAT for November 2022: £32,456.25

5. Financial

Welfare fund: £6,950 in, £3,512 out, balance = £3,438 available

Action: CJL / JMcB to publish availability of Welfare Fund on Facebook etc

6. Grant(s) Updates

SSE grant application deadline 6-Feb-23.

7. Plunkett Rules / Plunkett Membership

Action: SNE to confirm membership request to Plunkett (cost £200 + VAT).

Action: SNE to update UTCE Plunkett Rules to V6 (UTCE currently on V4).

The change to Plunkett Rules will need to be approved by the membership

Continued...



8. **Second Share Offer**

Action: Zoom meeting with CSS scheduled for 11-Jan-23 (details TBC)

9. **Staffing**

All good – no issues

10. **Customer Feedback – complaints / compliments / suggestions**

All good

11. **Any Other Business**

Next meeting will concentrate on the Business Plan

Date and Venue of Next Meeting:

19:00 Wednesday 18th January 2023 at Chapelgill

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