

# Upper Tweed Community Enterprise Ltd



## Minutes of Meeting – Broughton Village Store

Held on 14<sup>th</sup> November 2022 at Chapelgill, Broughton

**Present:** Christopher Lambton (Chair), Donald Stewart (Treasurer), Simon Edwards (Secretary), Jennifer McBeth, Bill Sheridan

**Apologies:** Camilla Younger

### 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

McCann's have been appointed as Build Contractor for BVHC. Potential survey / on-site start w/c 21-Nov-22

Erith have been appointed as Asbestos Contractor, on-site date TBC but preferably before McCann's start

#### b) Broughton Village Store

Erith have been appointed as Asbestos Contractor – works expected to be done at the same time as BVHC

Erith to liaise with Jen re best time to complete works

**Action:** Bill to check re progress of Building Warrant for shop works

### 4. Trading

Net takings excl. VAT for October 2022: £34,231.97

JmcB confirmed AmEx charges, much higher than Visa / MasterCard but are considered within acceptable limits.

### 5. Financial

Welfare fund: £6,650 in, £3,512 out, balance = £3,138 available

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

### 6. Grant(s) Updates

Gareth Shields has now moved on from SSE, Colin McMillan is the new man in charge.

Continued...



## 7. **Plunkett Rules / Plunkett Membership**

Further to a conference call with CSS and Plunkett it was agreed that it would be beneficial for UTCE Ltd to rejoin Plunkett – cost £200 + VAT.

Plunkett Rules now on V6, UTCE on V4.

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

**Action:** SNE & CJL to progress updating rules ready for submission to Plunkett & FCA

**Action:** Zoom meeting scheduled for 28-Nov-22

## 8. **Second Share Offer**

On going, no significant progress since last meeting

## 9. **Staffing**

All good – no issues

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

All good

## 11. **Any Other Business**

### **Date and Venue of Next Meeting:**

19:00 Wednesday 14<sup>th</sup> December 2022 at 5 Woodilee

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