

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 18th January 2023 at Chapelgill, 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

McCann's (Build Contractor for BVHC) - work started on-site.

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

b) Broughton Village Store

Action: CJL to instruct Gary Nisbett to carry out an EPC survey and issue the certificate UTCE Ltd to ensure green energy is used as much as possible

4. Trading

Net takings excl. VAT for December 2022: £37,401.17

5. Business Plan

Discussions and agreements made on the Business Plan

A Vote of Thanks was made to DLS for the amount of time and effort spent pulling this together. DLS to send the updated plan to Sandra Macaskill

6. Plunkett Model Rules

Action: SNE to highlight differences between UTCE V4 and Plunkett V6

Board need to sign off on V6

Membership then need to agree to V6

UTCE can then rejoin Plunkett Foundation

7. Financial

Welfare fund: £7,450 in, £3,512 out, balance = £3,938 available

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



8. Grant(s) Updates

All still to be determined – will depend on Business Plan

9. Second Share Offer

Business Plan required for Share Offer

Provisional date for Share Launch: Thursday 23rd March 2023 in Broughton Village Hall

Action: SNE to book small hall

10. Staffing

All good – no issues

11. Customer Feedback – complaints / compliments / suggestions

All good

12. Any Other Business

None noted

Date and Venue of Next Meeting:

19:00 Wednesday 22nd February 2023 at Chapelgill

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