

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 19th October 2022 at Chapelgill, Broughton

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

No Tender returns have been received from any of the contractors; the return date has been extended to 24-Oct-22

Asbestos survey completed 14-Sep-22, now awaiting report

Action: SNE to check with CY if the report has been received, if not SNE to contact the contractor to request a copy

Planning Permission for Change of Use now granted for 12 months

b) Broughton Village Store

No update from previous Minutes

4. Trading

Net takings excl. VAT for September 2022: £33,152.89

Action: Jmcb to confirm AmEx charges

5. Financial

Welfare fund: £6,225 in, £3,512 out, balance = £2,713 available

UTCE Share Refund Request for £500 approved.

Action: CJL to confirm request and raise payment via BACS

Action: ALL – read DLS projections for share document and comment

6. Grant(s) Updates

Gareth Shields has now moved on from SSE.

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: CJL to check with Plunkett what % of membership required to accept

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

8. Second Share Offer

Given new information, second share offer now likely to be Q1/23.

Up to £5k funding available from CSS to support the process

Action: CJL to put together a shopping list to use up the £5k CSS grant

9. Staffing

All good – Jane has now relocated elsewhere but will not be replaced

10. Customer Feedback – complaints / compliments / suggestions

All good

11. Any Other Business

Date and Venue of Next Meeting:

19:00 Monday 14th November 2022 at Chapelgill

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