

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 22nd February 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) – good progress, expect works to be completed before 23rd March ready for Share Launch.

Action: CY to check with Arthur Lucas to see if BVH Committee have had an electricity bill

Action: SNE to investigate CCTV options

b) Broughton Village Store

EPC survey has been done and certificate issued. This may help with application for 'greener energy'.

4. Trading

Net takings excl. VAT for February 2023: £29,756.52

5. Business Plan

Business Plan finalised, signed off by the Board and ready for publishing in preparation for the Share Launch.

6. Plunkett Model Rules

Board now signed off on V6

Extraordinary Members Meeting (using Zoom) scheduled for 23-Feb-23

Action: SNE to issue V6 to Plunkett Foundation for acceptance by FCA

Action: SNE to issue Code of Conduct to Board Members for signature

7. Financial

Welfare fund: £7,965 in, £4,947 out, balance = £3,018 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

Share Offer document discussed, 2nd draft to be issued for approval

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

Action: CJL to discuss 'feather flags' with Alan @ Lemon Digital

10. Customer Feedback – complaints / compliments / suggestions

All good. Feedback forms generally well received

11. Any Other Business

None noted

Date and Venue of Next Meeting:

19:00 Wednesday 15th March 2023 at Chapelgill

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