

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 19th April 2023 at Chapelgill, Broughton

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

Apologies: None

1. Minutes of Last Meeting

The Minutes of the last Meeting were agreed

2. Matters Arising

None

3. Refurbishment

a) Broughton Village Hall Cottage

Scottish Power electricity meter now in UTCE name

Painting now in progress

New BT line required for cottage

Action: SNE to contact shop supplier, XLN to ask for additional line

Need to determine what works are left outstanding

Action: BS and JMcB to do walkround and document any work still needed

b) Broughton Village Store

No change / no update

4. Trading

Net takings excl. VAT for March 2023: £35,997.27 / 4,666 transactions

5. Business Plan

Business Plan finalised, signed off by the Board and now published in Share Offer document

6. Plunkett Model Rules

V6 now with Plunkett and onward to FCA for their approval

7. Financial

FYE was end of March, turnover approx. £408k

Welfare fund: £8,995 in, £4,947 out, balance = £4,048 available

Continued...



8. Grant(s) Updates

On going

9. Second Share Offer

Shares sold to date = 953 / £23,825

10. Customer Feedback – complaints / compliments / suggestions

All good.

11. Any Other Business

Emergency Response Plan and Disaster Recovery Plan to be developed

Action: SNE to ask Plunkett if anything similar is available

Date and Venue of Next Meeting:

19:00 Wednesday 17th May 2023 at Old Kirk Brae

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