

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 28th June 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

CCTV and burglar alarm will be required – Border Safeguard cover the shop
Euan signed off all works
XLN – still no contact

Action: JMcB to contact XLN to get quote for additional line

Action: BS to contact Sky to get alternative quote for additional line

Grant Completion Report submitted to SSE

b) Broughton Village Store

Willie Laurie (McCann) surveyed shop and rear area, expected estimate next week
Heads of Terms needed for 3 gardens + Corstane Farm to cover land access and reinstatement etc (Arthur Lucas, Phil Ward, Andrew Fowler & Corstane Farm)

Action: CS to issue Draft HoTs document for comment

4. Trading

Net takings excl. VAT for May 2023: £42,502.86 / 5,334 transactions

5. Plunkett Model Rules / FCA Acceptance

V6 still with Plunkett / FCA for approval

Action: SNE to chase Plunkett

6. Financial

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

Action: JMcB to ask accountant for Draft end of year accounts

Welfare fund: £10,025 in, £5,447 out, balance = £4,578 available

Continued...

Broughton Primary School Breakfast Club are £66.96 overdrawn

Action: JMcB to chase Susan Brown / Parent Council to clear debt

No offer of funding will be made in August for the new term, Parent Council are applying for a wind farm grant

Skirling Community Council have requested information about shop cards for local welfare grants

Action: SNE to contact SCC to get more details

7. **Grant(s) Updates**

SSE grant application has been discussed – awaiting more details / requirements from Colin at SSE

Action: CJL to contact Colin to discuss and agree way forward

8. **Second Share Offer**

Shares sold to date = 149 applications / 1,270 shares / £31,700

Share Offer now closed.

Action: CJL to remove all banners

9. **FYE / Annual Members Meeting**

AMM date confirmed as 14-Sep-23, 7:00pm in Broughton Village Small Hall

10. **Staffing**

New starters: Jim, Ruth and Julie – all to complete successful training and appraisals

11. **Customer Feedback – complaints / compliments / suggestions**

All good.

12. **Any Other Business**

None noted

Date and Venue of Next Meeting:

19:00 Monday 17th July at Chapelgill

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