

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 16th August 2023 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

2. Matters Arising

None

3. Refurbishment

a) Broughton Village Hall Cottage

All SBC Planning completion certificates etc have been handed over to Charlie Riding (BVH)

b) Broughton Village Store

CY has issued DRAFT Heads of Terms for 3 gardens + Corstane Farm to cover land access and reinstatement etc (Arthur Lucas, Phil Ward, Andrew Fowler & Corstane Farm). HOTs will be required for inclusion in the tender documentation

Action: BS to ask Euan for further clarification of the % cost of fees

4. Trading

Net takings excl. VAT for June 2023: £35,814.28 / 4,765 transactions

5. Financial

Draft FYE accounts expected by end of August from accountant

No response from Broughton Ales to pay approx. £40 for 'Buy your beer here' flag

CJL to issue Second Share Issue certificates in pdf format

6. Grant(s) Updates

On going – still waiting for decision / confirmation from SSE

7. FYE / Annual Members Meeting

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

No nibbles or drinks to be provided

Continued...

8. **Staffing**

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

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

All good.

10. **Any Other Business**

UTCE Ltd Christmas event – Broughton Village Small Hall and kitchen booked for Saturday 2nd December 2023

Action: SNE has contacted Pickled Haggis with suggested budget figure asking for thoughts for a Christmas themed meal

Action: CJL, DLS and SNE to start thinking about succession plans

Date and Venue of Next Meetings:

19:00 Wednesday 6th September at Chapelgill (pre AMM)

19:00 Thursday 14th September in Broughton Village Small Hall

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