

Upper Tweed Community Enterprise Ltd



Minutes of Meeting – Broughton Village Store

Held on 18th April 2024 at Chapelgill, Broughton

Present: Christopher Lambton (Chair), Donald Stewart (Treasurer), Simon Edwards (Secretary), Camilla Younger, Jennifer McBeth, Bill Sheridan, Jamie Prady – all UTCE
Guest: John Walbaum

Apologies: Charles Donkers, Alice Millar (invited guest)

1. Minutes of Last Meeting

None

2. Matters Arising

None

3. Refurbishment

a) Broughton Village Hall Cottage

Possibility of a container in BVH car park that may have room for storage.

Post Meeting Note: SNE talked to Arthur Lukas – the Trustee / landowner wants the container to be removed.

b) Broughton Village Store

Noted that part of the ceiling has been taken down to expose the pillar leading to the back

Action: BS to speak informally with Graeme Aitken to get a quote for a new ceiling fitted with LED strip lights

Action: BS to speak to Graeme Aitken to determine where the water meter is and if it needs to be relocated; if so where to

Action: BS to speak to Graeme Aitken to see if there are any lead pipes in the water supply

Action: JMcb to clear as much remaining 'stuff' as possible from front of shop

4. Trading

Net takings excl. VAT for March 2024: £33,655.22 / 4,490 transactions, £7.94 avg spend

5. Financial

Welfare Fund: £15,025 in, £6,927 out, £8,098 available - assisting 3 families and 1 individual

Action: JMcb to update DS monthly with welfare outgoing figures

Action: JMcb to check all stock items setup correctly (i.e. VAT) ready for transition to XERO

Continued....

6. Grant(s) Updates

Action: CJL to approach Hannah Lacon (SBC Neighbourhood Support Fund) to see if a new application can be made for a separate element of work e.g. new shop floor

7. Any Other Business

JMcB raised the issue of adding new stock into the system when a large delivery has been made – process needs to stop to serve customers

Action: JMcB to ask Scott (EPOS provider) for cost of handheld unit that can process stock amendments on to the EPOS system so that delivery additions can be done independent of usage of the till. Need purchase cost, monthly cost, any other costs

The Board are delighted to co-opt John Walbaum as a Board member.

Date and Venue of Next Meeting:

19:00 Wednesday 16th May 2024 at Chapelgill, Broughton

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