

# **MONKS ELEIGH COMMUNITY SHOP**

## **ASSOCIATION LIMITED**

### **Minutes – Committee Meeting**

<b>Date/Time:</b>	Tuesday 28 <sup>th</sup> November 2017 @ 7.30pm
<b>Venue:</b>	Arthur Grosset, Church Hill
<b>Attending:</b>	Arthur Grosset, Mandy Coll, Maureen Cook, Duncan Eyre, David Izatt, Sharon James, Janet Mackie
<b>Apologies for Absence:</b>	None

#### **1. Minutes of Committee Meeting Tuesday 31<sup>st</sup> October 2017**

These were circulated by email prior to the meeting and were agreed by all as a true and accurate record.

#### **2. Matters Arising**

- MFC has tried to contact the plumber regarding the tap but he has not returned her calls. She will wait till the new year and contact a different plumber.
- Some work has been done to the plant box but some more required.

#### **3. Finance/Treasurer's Report**

After the September/October improvement, sales made the usual November drop. Overall there is likely to be a deficit for this year.

The stock-take will take place on Sunday 3<sup>rd</sup> December at 12.30pm.

#### **4. Shop Manager's Report**

- The shop is now stocking 70% chocolate as requested in the suggestion box.
- JM will display the notice for Christmas ordering and ask MN to write on the outside board.
- Training for the new volunteers will take place in the new year.
- P&H are now in administration. MFC suggested that we contact them to see if we can still order. AG suggested that we contact Repos to seek recommendations for alternative suppliers that we can link to. It was also suggested that we speak to KH, as she had been in touch with a different wholesaler in the past.

#### **5. Maintenance**

A new light has been put in the fridge.

# **MONKS ELEIGH COMMUNITY SHOP**

## **ASSOCIATION LIMITED**

### **6. Volunteer Representative**

Nothing to report.

### **7. Locking/Unlocking Rota**

Completed till end of January.

### **8. Critical Dates**

JM will check fire extinguisher servicing date.

### **9. The Post Office**

All ok but MFC hoping business will pick up before Christmas.

### **10. Shop Talk**

Will soon be ready for delivery.

SJ will put together a hamper for the raffle.

### **11. Suggestion Box**

Nothing

### **12. A.O.B.**

It was agreed to donate a bottle of prosecco as a raffle prize for the Christmas tree quiz night.

The Christmas party will take place on Wednesday 13<sup>th</sup> December and organisation is well under way.

**Meeting Ended 8.45pm**

**Date/time Next meeting:** Tuesday 30<sup>th</sup> January 2018 @ 7.30pm

**Venue:** Duncan Eyre, Sloe Cottage