

MONKS ELEIGH COMMUNITY SHOP

ASSOCIATION LIMITED

Minutes – Committee Meeting

Date/Time:	Tuesday 30 th January 2018
Venue:	Duncan Eyre, Sloe Cottage
Attending:	Mandy Coll, Duncan Eyre, Arthur Grosset, David Izatt, Sharon James, Janet Mackie
Apologies for Absence:	Maureen Cook

1. Minutes of Committee Meeting Tuesday “8th November 2017

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

2. Matters Arising

None

3. Finance/Treasurer’s Report

- AG advised that a copy of the draft accounts has been received. There are a few questions to answer but hopefully they will be ready for approval at the March meeting.
- It was suggested that we introduce a maintenance budget for the forthcoming year.
- It was also suggested that we look to increase sales of plants. JM will contact other shops for supplier recommendations.

4. Shop Manager’s Report

- JM advised that volunteer numbers are good at the moment and that most shifts are sorted.
- The fire extinguisher has been serviced.
- Blakemore did not return JM’s call. We are using Bookers at the moment and are on a waiting list for deliveries.
- Spring flowers will be delivered soon.
- JM has received lots of positive feedback from the volunteers Christmas party.

5. Maintenance

- The plant cupboard has been repaired.
- The tap has been fixed.

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- The ice cream freezer has been causing problems for the last few months, needing more defrosting. MFC has contacted the manufacturer, who is sending out some new plugs.
- The air conditioner is due to be serviced in April.
- The outside mat is a trip hazard. JM will look to purchase yellow tape.
- MFC will speak to Jenny Maynard regarding the sign over the shop door.
- MFC will ask Don Reynolds to remove the sign on the gable end to see if it can be repainted.
- The fence by the steps is in need of repair. MFC will try to establish if this is the responsibility of the pub.
- It was felt that, in light of recent ram-raiding of local shops, we should increase our security. DE will speak to police for advice.

6. Volunteer Representative

Nothing to report

7. Locking/Unlocking Rota

Completed till 11/03/18

8. Critical Dates

Dealt with by AG

PAT testing due in June

9. The Post Office

Business continues to be good with another new business customer.

10. Shop Talk

We will look to do the next one at Easter.

11. Suggestion Box

- Has the shop stopped selling pot plants and daffodils? If so, why? Also, please could we have coleslaw and French beans. I appreciate that these do sometimes go out of date but it does bring me into the shop.
- Plants and daffodils are on the way and JM will look into stocking the requested goods.

12. A.O.B.

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- Although the Christmas party was a great success, there were 17 volunteers not there for various reasons. It was suggested that we do something at a different time of the year when people are less busy. A barbecue at the beginning of September was a suggestion and it was agreed to put this on an agenda for a volunteers' meeting.
- It was suggested that we make a donation to the village hall fund. It was agreed to include on the February agenda and to include on the agenda for the AGM.
- AG and JM will attend the Plunkett meeting on 08/02 – 'How to attract and engage with volunteers.'
- As we will soon have to charge for plastic bags, it was agreed to obtain a quote for the printing of fabric bags. This will be included in next month's agenda.

Meeting Ended 9.25pm

Date/time Next meeting: Tuesday 27th February @ 7.30pm

Venue: Arthur Grosset, Church Hill

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