

Minutes of Committee Meeting 19TH March 2025 @ 5.30 p.m.

Present: Mrs Naylor, Mr Smith Mrs Harrison, Mrs Long

In attendance: -

- **Apologies:** None
- **Declaration of Interest** – nothing pertaining to this meeting
- **Matters arising from previous meeting**
 - Actions – Suggestion to either look into a 100 club or a members draw. Large donations jar. Making our BACS details available for donations. ACTION MH. Membership fee cannot be raised.
 - Suggestion Box - None
 - New members – Three – all approved.
 - Managers Report – The new CCTV cameras have been fitted. Staff are now paid monthly. Our seasonal worker will restart at Easter. The weather was mixed in February but more walkers around on better days. Easter stock is out and we are looking at new suppliers and ranges. Summer hours start on 22nd March. Mon – Fri 7.30 – 5.30, Sat 8 – 5.30 and Sun 9 – 4.
 - Marketing Report –Not discussed

Treasurers update – Total sales for February 2025 were down by 19% (£4,327.62) compared to the same period last year. This decline is attributed to the lack of train services and adverse weather conditions, both of which have impacted customer footfall.

- The scanning system is now providing detailed reports, which are aiding in more tailored ordering and stock management.
- Newly introduced frozen ready meals and snack lines have been performing well, demonstrating strong customer demand.

- Staff discounts were enjoyed by employees, with a total cost to the Co-op of less than £10.

Project Updates:

- The implementation of a cash-back button remains in progress, with no confirmed completion date. The project has proven to be more complex than initially anticipated by Ryedale registers.
- The lottery system will begin accepting FCA accounts from October 2025. A reapplication will be submitted at that time.
- The Evri service remains on hold until the Post Office (PO) situation is resolved.
- The Post Office application process is underway, with final staffing costs to be detailed in the March report.
- Vegan and vegetarian product lines will be introduced in-store starting in March.

Utility and Infrastructure Costs:

- The oil tank did not require a top-up this month.
- Electricity costs for February amounted to £998.
- The phone bill remains at £120 per month; a new provider will be sought in March.
- An internet booster has been installed at a cost of £45.
 - Premises report – Not discussed
 - New rulebook – Awaiting ratification.
 - Website – Scheduled to launch in March.
 - Post Office – There are cost implications to the Co-op if we take on the post office in house. Currently the shop is around £350 down in takings for Wednesdays, when the post office is shut. Discussion to hold a members vote for acceptance of the takeover, with the end date of Monday 7th, to be counted that evening. We have applied on behalf of the committee in the meantime. Once the

application is approved by their finance at least one person will attend three days training, which can be cascaded down. Some services may be re-introduced, as well as parcels such as EVRI.

- HR Report – Appraisals for all staff are due in April. ACTION CH and MH.
- **AOB** Treasure Trove will be cleaned and re-opened for Easter. A new letterhead was discussed. Suggestion to sell small beakers or bottles, as plastic boxes, to encourage sales of 2 litre bottles to share. We have had a complaint of excessive alcohol on display around the shop, so will instruct the manager to keep it in one area.
- ***Date of next meeting*** – Tuesday 15th April 5.30pm thereafter every third Wednesday, 5.30pm.