

Minutes of Committee Meeting 16th October 2024 @ 6.30 p.m.

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

In attendance: Secretary; Mr M Wakefield,

- **Apologies:** Mrs Hodgson, Mr Wickham
- **Declaration of Interest** – nothing pertaining to this meeting
- **Minutes of previous meeting 18th September 2024** approved.
- **Matters arising**
 - Suggestion Box - None
 - Actions - It was decided against discontinuing lapsed members who have not spent £50 in the last year. List to update
 - New members - One
 - Managers Report - Hot water tap in the store room is still leaking, the bin has a new padlock. The fire extinguishers have been inspected. New staff contracts have been drawn up. We are seeking to discontinue with Croner as an advisor. Summer hours will finish on 3rd November. A new winter hours rota has been drawn up, which will save 20 hours a week. Christmas week may be tweaked. Volunteers will be sought to unpack deliveries. Footfall is down 17% in comparison to last year, due to bridge closure. We now have a deli list, available by pre-order. Considering our out of or close to date food waste initiative and will adopt something such as toogoodtogo. Facebook will help with this. **ACTION MH.**

- Finance Report - We have made a profit of £1,552 for September. We can now review our losses since the bridge shut and go back to our insurance claim. For the year to September we have made a loss of £1,150, which includes the sale of donated goods through our fundraising shop, for which we are most grateful. Any fundraising monies and donations will be ringfenced for futureproofing the shop. We are due to visit the accountants before our AGM in December. (Monday 2nd?) **ACTION MW, AL, TN**. Our bookkeeper wishes to retire at the end of the year.
- Treasurers update - We now have all the available leases. They will be reviewed. A meeting has been arranged with the Crossing Club committee. We intend to send a two week notice letter to any debtors. **ACTION AL** A donor has offered to pay to upgrade our EPOS system to scan barcodes. Prices will update via the till. Our fundraiser is exploring grants from various sources towards upgrading the CCTV, energy savings, heating and solar panels. To cover the whole building with panels will half our electric bill.
- Social Media update. Our facebook page unusually has 57% of its followers women and 43% men. 55 % are from the local area. Any new products such as deli we will look to promote where it is sourced. The most popular times posts are viewed are 9am and noon. We are looking to introduce more fresh items. Orders can be emailed to orders@grosmontcoop.co.uk. **ACTION MH**
- Premises report - Investigating water ingress from a downpipe, a broken tap and woodworm. The boiler has been serviced. Seek

window replacement grants. **ACTION AM.** Notice for volunteer labour. **ACTION TN**

- Process for AGM - Presentation of annual results and hold a ballot for committee members. Two to be elected and seeking a sixth member. Once vote has taken place we will hold a committee meeting with new members.
- Draft rulebook sections pages 7-13. Small paragraphs not relevant to small shop removed. Seek a larger committee, preferably 9.
- Website review - Drafted. Seek additional information including photos, links to local sites and an events noticeboard. **ACTION TN**
- **AOB** 150th booklets need a re-print.
- ***Date of next meeting*** – 20th November, 6.30 p.m and third Wednesday thereafter. AGM Monday 2nd December.