

The Friends of Briantspuddle Post Office and Shop Association Ltd

Notes of Committee meeting held 10 July 2024 at Cruck Cottage

Present: Peter Head (Chair), Richard Killer, Peter Martin (Treasurer), Chris Miller, Jo Neudegg, Cindy Read and Lesley Wilcox (Secretary).

- 1. Apologies for absence:** none required.
- 2. Notes of last meeting on 9.5.24:** approved.
- 3. Treasurer's Report**

Peter M had distributed the accounts to date. Sales had increased over the previous 2 months and hopefully this would continue over the summer. A small profit had been made in May but the expenditure figures for June were not yet available. The increase in margins followed the increase in the mark-up to 15% required to cover increasing overheads, eg increase in the minimum wage paid to weekend staff, electricity and wi-fi costs, AGM expenses. Balance at the end of October (the end of the FY) was £17,030 and £17,097 at the end of June.

The shop's printing costs were relatively high and it was agreed that the old printer should be replaced; a new one should be more economical.

4. New bank account

All SOs had been transferred to the new account. Only action now needed was to advise customers who pay invoices on-line of the new account details. The old account can then be closed.

5. Volunteers and operations

Volunteer numbers are holding up well. Thanks went to Chris for joining the newspaper collection team and for covering the market collection on Wednesdays while Peter H was away.

The shop was opened on the Sunday afternoon of Open Gardens. We took about £400 and had lots of positive comments about the shop from visitors.

Recently de-frosted the freezer which was a marathon effort. We will try to reduce the volume of meat and bread in there and de-frost it more frequently. We will be buying less meat in future as it is not selling well but will remind customers that meat can be pre-ordered.

6. Step into shop

A quote had been received for installing a new step. The work needs to be approved by the Parish Council as the owner of the building and also needs Listed Building Consent from Dorset Council. Chris will pursue this.

7. Refurbishment of shop window

The Parish Council had accepted a quote for the work. Start date awaited.

8. 2025 Calendar

A few entries had been received. Final date for entries 1.8.24.

9. Building lease

A Memorandum of Agreement which clarifies responsibilities for maintenance had been signed by the Chairman of the Parish Council and Peter H. At the start of each Financial Year a maintenance plan will be agreed by both parties.

10 Any Other Business

i. The electricity contract was due for renewal in September or October. Peter H will contact Scottish Power. It was agreed that we would not have a Smart Meter at present. (Post-meeting note: shop now £600 in credit and monthly payments to reduce from £300 to £178).

ii. Jo and Leonora are planning a fundraising evening for the shop in the autumn. Likely to have a quiz based on food and drink with refreshments.

10. Dates of next 2024 meetings

15.8.24, 9.10.24 and 2.12.24.

Lesley Wilcox

Secretary