

# **The Friends of Briantspuddle Post Office and Shop Association Ltd**

## **Notes of Committee meeting held 9 October 2024 at Cruck Cottage**

Present: Peter Head (Chair), Richard Killer, Peter Martin (Treasurer), Cindy Read and Lesley Wilcox (Secretary). Also present for item 3 – Eve Badcock, Postmistress

- 1. Apologies for absence:** Chris Miller, Jo Neudegg
- 2. Notes of last meeting on 15.8.24:** approved.
- 3. Discussion with Eve Badcock, Postmistress.**

Eve had decided to retire in September 2025 and there was discussion about the implications of this. All agreed that the PO should continue if at all possible; firstly for the sake of the community and secondly because of the possible negative effect that closure of the PO might have on the shop. At this point it was not known what procedures the PO might require if either a replacement could, or could not, be found.

The salary of the Post master/mistress is linked to the turnover of the PO. The current salary is in the order of £300pm and Eve works approx 10 hours pw. She considered that working 2 shifts pw was necessary in order to be aware of any issues and keep abreast of trading and procedures. Any new appointee would require PO vetting and training. It was thought unlikely that the PO would either staff the branch or take responsibility for recruitment.

Richard will consider whether or not to take the post on and report back.

### **4. Treasurer's Report**

Peter M had circulated the accounts to the end of September.

Profit/loss: There had been the usual reduction in trade following the summer but figures for September were good even in relation to lower sales. The margin was up 5.5% compared to the previous year. Sales of Sainsbury's items had increased by 3.5% but the Italian Baker's items were still showing a loss; this was partly due to wastage but might also be due to confusion about pricing of some items; this had recently been addressed. Overall, wastage had been reduced to 1%; Peter M will check whether this includes items sold at 25% and 50% discounts.

Overheads: Payments to Scottish Power had reduced under the terms of the new contract. Scottish Power has pressed us to move to a Smart meter but this will be resisted unless it becomes a contractual or legal obligation. Wages reduced during the holiday period.

Cash holdings increased from £16,969 at the beginning of the year to £18,408 at the end of September.

**5. 2025 Calendar**

This is now for sale in the shop.

**6. New bank account**

The old account had finally been closed and all business moved to the new current and deposit accounts.

It was agreed to stop using the shop's cash box which is held in the PO. Any outgoing payments, usually only the local cards, can be made from the till.

**7. Volunteers and operations**

Jo and Lesley are covering at weekends until Jane returns. The newspaper collection team is now fully manned.

**8. Step into shop**

The Listed Building Control application should be submitted in the next few days.

The refurbishment of the window had been completed and the fridges and freezer had been recently serviced.

**9. Working group with other parish organisations**

Leonora Sheppard will represent the shop and PO on the Working Group.

**10. Christmas Fayre**

The shop will remain open to coincide with the event on 1 December.

**11 Any Other Business**

The stock take will take place on 31 October. Jo will organise this.

**12. Date of next meeting - Monday 2.12.24**

Lesley Wilcox, Secretary