

The Friends of Briantspuddle Post Office and Shop Association Ltd

Notes of Committee meeting held on 2 March 2026 at Cruck Cottage

Present: Gill Davies, Richard Killer, Chris Miller, Jo Neudegg and Lesley Wilcox.

Richard welcomed Gill to the meeting and thanked her for volunteering to join the Committee.

- 1. Apologies for absence:** Peter Head.
- 2. Notes of last meeting on 12.1.26:** approved.
- 3. Appointment of Officers:**

Peter Head – Chair, Jo Neudegg – Treasurer, Lesley Wilcox - Secretary

4. Feedback from AGM

Only two feedback forms had been received. One queried the procedure for ordering items and had been answered. The second suggested that the minimum amount for card payments be increased in order to reduce the fees paid to Square. It was agreed that we should not do this because the majority of customers expected to pay by card and raising the limit might deter them from shopping with us. However, we could say that cash payments are welcomed.

It was noted that attendance at the AGM was down on last year. Agreed to widen publicity next year, possibly through Facebook.

5. Monthly reports and help with their production

Although Jo had agreed to be Treasurer, she stressed that she was not a qualified accountant and would not be able to produce the end of year accounts in a form suitable for submission to the FCA nor provide an analysis or a Treasurer's report for the AGM. It was accepted that professional help would be needed for these tasks which would probably come at a cost. In the meantime, Jo felt that she still would benefit from additional training on the use of the accounting software 'FreeAgent', to ensure that monthly accounts are completed correctly, which could be provided by a local firm of accountants; this was agreed at a cost of £65ph (plus VAT) although the price is likely to rise on 1st April. She also felt that it would be good practice for another committee member to have an oversight of the accounts and Gill agreed to do this.

Jo had produced the monthly accounts which showed an operating profit of £1,512 to the end of January. This was despite January usually being a quieter month and also meeting the cost of buying the new bags (£600). However, she warned that there had been a lot of expenditure during February

on new stock and some additional shelving.

So far, the year had been quite profitable despite losing the income from newspapers. The prices of some items were approaching the RRP. It was agreed that we should not implement an increase from the 15% mark-up yet but monitor the position over the next few months.

Gill asked whether we could consider moving from Spar to Nisa at Bere Regis for newspapers because it is nearer and parking much easier. We had used Nisa some time ago when Spar was shut for a few days and they had been happy to take our order and accepted the newspaper vouchers. However, it was agreed to wait to see whether Peter Head would be able to negotiate any discount from Spar's new owners assuming the sale went through.

6. Volunteers and Operations

Having had good numbers of counter staff for a while we might now struggle as we have recently lost 2 volunteers, a 3rd was likely to move out of the village soon and a 4th might be moving this year.

7. Electricity contract

Peter Head has details of, and access to, the current contract. To be discussed at the next meeting.

8. Any Other Business

- i. Sadly, Pam Taylor, who had been a volunteer in the PO for many years, had recently died.
- ii. Gill would like more information on how the shop works ie the ordering process etc. This will be arranged over the coming weeks.
- iii. The additional shelving will be installed shortly.
- iv. Additional signage for the shop was discussed. Any sign attached to the building would need Listed Building Consent but a freestanding sign outside the shop would be fine. To be discussed at the next meeting.

9. Dates of next meetings

26.5.26, 4.8.26 (revised date), 3.11.26 (revised date).

Lesley Wilcox

Secretary