

# Minutes of Ilstington Village Shop Association Ltd Annual General Meeting

## Tuesday 19<sup>th</sup> May 2015

Present: Alan Hobbs, Sue Norris, Su Wheaton, Emma Schramm, Rachel Heathman, Kirsten Day, Paul Hughes, Phil Gibson, Brian Major, Barbara Major, Kate Hobbs, Sylvia Thomas, Les Thomas, Jenny Prior, Val Ransom, Sue Halpin, Alison Gilbert, Karen Smith, Christine Bardell, David Bardell, Maureen Presland, Tizzi Togni, Angela Brassley, Rob Parkinson, Anne Parkinson, Adrian Patch, Colin Butler, Liz Butler, Ian Patterson,

Apologies: Katherine Bainbridge, Susan and David Harris, Dennie Presland, Paul Brassley, Sue Patterson, Sarah Woodman

Welcome by Chair and introduction of committee.

Register of attendees confirmed.

Minutes of 4<sup>th</sup> AGM approved

Chairman's report including– Attached

Secretary's report – Attached

Treasurers Report - Attached

Accounts accepted.

RESOLUTIONS – requested show of hands

1. The Society shall disapply section 83 of the Co-operative and Community Benefit Societies Act 2014 which requires the appointment of an auditor.
  - Proposer Treasurer  
ALL AGREED
  
2. The Membership fee for 2015 shall be set at zero.
  - Proposer Treasurer  
ALL AGREED

Committee members –There have been no further nominations for committee members so the present committee were nominated and seconded at a previous meeting.

Funding available for Community Award. The committee have agreed that £5,000 will be available for this year. Invitations for applications will be sent soon. We will liaise with the sub-committee.

## AOB/Open Forum

Rob Parkinson loves working in the shop and thanked the committee for their hard work. They are excellent tenants of the Village Hall. Also thank you for the support of community events and of the play park which is close to having enough money for a refit.

Anne Parkinson mentioned the great suppliers, small and large who provide a great range of items for our shop.

BIG LUNCH – We are holding this event on 7<sup>th</sup> June as an informal get together. Everyone bring a dish to share. We will put a list in the shop to get an idea of numbers.

Plastic bags – On 5<sup>th</sup> October big supermarket will have to start charging for all bags. This happens already in Scotland, Wales and N Ireland. We would like to consider charging and the money would go to a good cause. 2<sup>nd</sup> hand ones would still be free. We will also do a bag for life. Presently we go through 150 bags per week. The majority of those present agreed.

Suggestion of a laminated map of the area as the shop is the focus of the village and many people ask the way. Maybe have a map outside the shop. To look into.

Managers Report – Attached power point

## REPORTS

### Chairmans report

#### 2015 Chairman's Address

#### Overall performance

Welcome

It is good to be able to report that the shop is going from strength to strength. Increased turnover and profit, increase in number of customers, and a steady trickle of new volunteers.

We continue to get praise for the look and feel of the shop, the range of stock kept and the friendly atmosphere. Our name is gradually getting around other community shops with an increasing number of visits and enquiries.

We did incredibly well to get to the final of the **Parliamentary Best Small Shop award** especially as we were the only community shop shortlisted and although we were eventually runners up we had some really good publicity and Emma and Kirsten had well deserved day out. However we are still striving to win one of the annual Plunkett awards.

The shop is **also making a difference** to the Ilington community with

our **£3000 donation split** between playpark, preschool and school. Thanks to Adrian, Nicky, Angela and Karen for running the completion as a shareholders sub group

**By sponsoring village events** – villages in action Matt Harvey in July a puppet show in Nov both organised by Sue N and also the three monthly village markets organised by SuW

By **organising a wine tasting** evening courtesy of Kirsten and Best Cellars

also by celebrating a very well attended **shop 2<sup>nd</sup> birthday** with an evening barbeque outside the shop. Mel Stride was invited to the event but was unable to come but visited us a couple of weeks later for a coffee and chat.

For our increasing large band of volunteers we organised an evening barbeque and skittles in the barn

### **Changes during last year**

Most significant change has been the employment of **assistant manager** Ann in support of Emma which has made an enormous difference – giving us much more flexibility and allowing us to continue to extend and improve

**the range of goods,**

**pay more attention to the vegetable range and quality and**

**introduce new services like dvd hire.**

Latterly we have completed the **outside seating** area - which is just starting to encourage more use

also a small **extension** to the store room giving us much needed breathing space

### **Plans for 2015**

No major changes are planned we need to concentrate on:-

**Maintenance of what we have got** (we have already had a chiller failure and can start to expect more things wearing out) keep the shop exciting fresh with a few tweaks, maybe some redecoration

**Attract more customers** so that we can continue to improve turnover, there are still a lot of people in the village that we can try to persuade to use the shop

**Encourage more young people** to help – work experience etc -

We always on the look-out for **new volunteers**

**Encourage others to join the committee**

**Improve the office area**

New services – we are always open to suggestions for new areas where we can help.

**Finally** - I would like **to thank**

1. First management team of Emma and Anne supported by special buying consultant Kirsten for the smooth running of the shop and the marvellous range of goods.
2. Second the management committee beavering away behind the scenes
- 3. Third** all the growing band of volunteers and
4. last but not least our customers

Thank you all for your Support

## **Secretary Report AGM 2015**

Welcome. As a committee we are still holding monthly meeting to make sure we keep communication open and discuss ideas and any issues that arise.

Shareholders – We have 7 new shareholders but unfortunately lost some too. Total shareholders is now 197.

Volunteers – 55 on our records. At least 40 regular volunteers and there is always some interest. We need to keep the word out as we wouldn't be able to run so brilliantly without the volunteers. We have continued to hold social events including bowling, BBQ and wine-tasting. The next event will be the Big Lunch.

At the last AGM there were some matters including a suggestion box. We have a diary that most things are written in and feel that generally our customers will ask or make comments directly so will not provide a specific box for now. Hampers were also discussed at last year and although we have not have any specific requests we will look at promoting this further. The coffee area is complete and more people using the facilities. A loyalty card is in the pipeline for free coffee.

Do remember to look at our fantastic website and Facebook page.

Thank you for your support in continuing to make our shop one to be so proud of.

## **Ilsington Village Shop Association**

### **Treasurers Report 2014**

**When I came to sit down and write this report I felt that I could just as easily use the report from 2013 and just change the date as, from a purely financial perspective nothing much has really changed.**

**As you can see from the paperwork that you received our turnover increased by nearly £15,000 resulting in an increase in our operating profit (which is profit generated by our normal trading and before the deduction any of the donations we made in 2014) of £1000 to £13,961. This meant that even after distributing £3,000 to local good causes we still reported a pre tax profit of just under £10,000.**

**Whilst this figure of £9898 is nearly £2000 less than that of 2013 this is almost solely as a result of these donations.**

**All this means that our financial base continues to be very healthy and therefore, as a result of this, we always in a position pay our debts at the time that they become due and will also be able to donate further funds to local causes/organisations in the coming months.**

**I cannot see any reason why this trend shouldn't continue ... provided we continue to offers a range of goods that both you, the 'locals' and all visitors to the area wish to buy. We will endeavour to do this, but are always open to all suggestions regarding any new lines that you may wish to see on the shelves.**

**Remember, as long as you continue to walk into your shop, the shop will continue to be there for you to use.**

**I think that the sheets you have been sent are pretty much self explanatory, but should you have any questions or comments on them please feel free to make them known.**

**Paul Hughes**

**Treasurer**

**Ilsington Village Shop Assoc Ltd**

**19<sup>th</sup> May 2015**